

Electoral Area Services

Thursday, November 13, 2014 - 6:00 pm

**The Regional District of Kootenay
Boundary Board Room, RDKB Board Room,
843 Rossland Ave., Trail, BC**

REVISED A G E N D A

1. CALL TO ORDER
2. ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

A) November 13, 2014

Recommendation: That the November 13, 2014 Electoral Area Services Agenda be adopted.

3. MINUTES

A) October 16, 2014 Minutes

Recommendation: That the minutes of the October 16, 2014 Electoral Area Services Committee meeting be received.

[Minutes - Electoral Area Services Committee - 16 Oct 2014 Pdf](#)

4. DELEGATIONS
5. UNFINISHED BUSINESS

A) Electoral Area Services Committee Memorandum of Action Items

Recommendation: That the Electoral Area Services Committee Memorandum of Action Items for the period

ending October 2014 be received.
[ToEndOfOctForNov.pdf](#)

6. NEW BUSINESS

A) **David Cook and Susan Bennie**

RE: Development Permit

4230 Boat Access, Electoral Area 'C'/Christina Lake
Block B, DL 4060s, SDYD
RDKB File: C-4060s-09124.325

Recommendation: That the staff report regarding the application for a Development Permit submitted by David B. Cook and Susan M. Bennie, for the property legally described as Block B, DL 4060S, SDYD, be received.

[2014 Oct C DP Cook.pdf](#)

B) **Mary and Richard Slasor**

RE: Development Permit

1930 Setterland Road, Electoral Area 'C'/Christina Lake
Lot 5, Plan KAP2164, DL 750, SDYD, Except Plans 2412,
B4557, 3426, B5691, B6221, and 25939 For Cedar Cove MHP
BAYS C/REF 70025.012 et al.
RDKB File: C-750-04040.000

Recommendation: That the staff report regarding the application for a Development Permit submitted by Mary and Richard Slasor, for the property legally described as Lot 5, Plan KAP2164, DL 750, SDYD, Except Plans 2412, B4557, 3426, B5691, B6221, and 25939 For Cedar Cove MHP BAYS C/REF 70025.012 et al., be received.

[2014 Oct C DP Slasor.pdf](#)

C) **Kettle River Watershed Management Plan**

RE: Core Funding

RDKB File: K-7

Recommendation: That the staff report regarding Core Funding for Implementation of the Kettle River Watershed Management Plan be received.

Recommendation: That staff be authorized to draft and execute a contract with Cordilleran Ecological for core funding for Implementation of the Kettle River Watershed Management Plan at an annual cost of \$35,280, with a three year total of \$105,840.

Recommendation: That staff be directed to provide an update regarding the Kettle River Watershed Study account by November 2015, or sooner, if additional gas tax funds are required before the end of 2015.

[2014-11-13 EAS re Gas Tax Allocation for KRWMP Implementation.pdf](#)

D) **Grand Forks Seniors Centre**
RE: Grant in Aid

Recommendation: That the Electoral Area Services Committee recommends the Grand Forks Senior's Centre Branch #68, Grant in Aid request in the amount of \$400.00 be presented to the RDKB Board of Directors for consideration with a recommendation of approval.

[Grant in Aid Seniors.pdf](#)

E) **Benefits for Elected Officials**
[ElectedOfficials Benefits V2.pdf](#)

F) **i) Grant in Aid Report**

Recommendation: That the Grant in Aid report be received.

[2014 Grant in Aid Report.pdf](#)

ii) Staff Report Grants in Aid

Recommendation: That the staff report regarding "Grant-In-Aid Issues" from Mark Andison, General Manager of Operations/Deputy CAO be received.

[Staff Report Grants in Aid.pdf](#)

G) **Gas Tax Report**

Recommendation: That the Gas Tax report be received.

[Gas Tax Agreement EA Committee \(31OCT2014\).pdf](#)

7. LATE (EMERGENT) ITEMS
8. DISCUSSION OF ITEMS FOR FUTURE AGENDAS
9. QUESTION PERIOD FOR PUBLIC AND MEDIA
10. CLOSED (IN CAMERA) SESSION
11. ADJOURNMENT



Electoral Area Services Committee

Minutes

Thursday, October 16, 2014

4:30 p.m.

RDKB Board Room,
2140 Central Ave., Grand Forks, BC

Directors Present:

Director Linda Worley
Director Grace McGregor
Director Bill Baird
Director Ali Grieve - teleconference
Director Roly Russell - teleconference

Staff Present:

Mark Andison, General Manager of Operations/Deputy CAO
Donna Dean, Manager of Planning & Development
Lori Ann King, Recording Secretary

CALL TO ORDER

Director Worley called the meeting to order at 4:30 p.m.

Chair McGregor announced that future Electoral Area Services Committee meetings will be held at 6:00 p.m. so that all the Directors will be able to attend in person.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 16, 2014 Electoral Area Services Committee was presented.

Moved: Director McGregor

Seconded: Director Russell

Item #6A was brought forward on the agenda as Mr. Seminoff and Mrs. Smythe, (applicant) were in attendance.

October 16, 2014

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That the October 16, 2014 Electoral Area Services Committee Agenda be adopted as amended.

Carried.

DELEGATIONS

Mr. Wally Semenoff was in attendance to address his submission regarding the OCP and Zoning Amendment application in Electoral Area 'C'/Christina Lake. Donna Dean, Manager of Planning and Development, read out Mr. Semenoff's submission which outlined several concerns with the use of the subject parcels for a commercial campground.

Kathleen Smythe

RE: OCP & Zoning Amendment

136 and 140 Alpine Road, Electoral Area 'C'/Christina Lake

Lots 3 and 4, DL 963, SDYD, Plan KAP6348

RDKB File: C-963-04270.010

Donna Dean, Manager of Planning and Development, presented and reviewed the application with the Committee members and noted the complaints and concerns raised by the residents in the area. She also stated that the APC members were not in favour of the proposed OCP and Zoning Bylaw amendments.

Moved: Director McGregor

Seconded: Director Grieve

That the staff report regarding the application by Kathleen Smythe to amend the Electoral Area 'C'/Christina Lake Official Community Plan and Zoning Bylaw to allow a commercial RV campground on the parcels legally described as Lots 3 and 4, Block 4, DL 963, SDYD, Plan KAP6348 be received.

Carried.

Mrs. Smythe then spoke on her application responding to several of the concerns/complaints that have been raised regarding her current commercial campground operation and proposed expansion plans.

Moved: Director Grieve

Seconded: Director McGregor

That the application for amendments to the Electoral Area 'C'/Christina Lake Official Community Plan and Zoning Bylaw submitted by Kathleen Smythe for the properties legally described as Lots 3 and 4, Block 4, DL 963, SDYD, Plan KAP6348, be presented to the Board of Directors with a recommendation to deny the request.

Carried.

Director Russell abstained for personal reasons.

MINUTES

Minutes of the September 11, 2014 Electoral Area Services Committee meeting were presented.

Moved: Director McGregor

Seconded: Director Grieve

That the minutes of the September 11, 2014 Electoral Area Services Committee meeting be received.

Carried.

UNFINISHED BUSINESS

A) Electoral Area Services Committee Memorandum of Action Items

The Electoral Area Services Committee Memorandum of Action Items with the Christina Lake Fire Rescue Financial Plan Action Items table included was presented.

Moved: Director Grieve

Seconded: Director McGregor

That the Electoral Area Services Committee Memorandum of Action Items for the period ending September 2014 be received.

Carried.

B) Discussion on Electoral Area Highway Signage:

The idea of adding signs on major roadways at Electoral Area boundaries was discussed. Several details would have to be worked out such as the wording on the signs and permission from the Ministry of Transportation and Infrastructure.

Moved: Director Worley

Seconded: Director McGregor

That Staff be directed to investigate the possibility of signing Electoral Area boundaries.

Carried.

C) Discussion on Grant in Aid Record Keeping and Application Process

Mark Andison, General Manager of Operations/Deputy CAO, will have a report on the Grant in Aid Record Keeping and Application Process next month. He has a message out to the Electoral Area Directors for comments and he will add the comments as well as ideas from other Regional Districts in his report.

NEW BUSINESS**A) 0985028 BC Ltd.****RE: Development Variance Permit**

40 Kettle View Road, Big White Ski Resort, Electoral Area 'E'/West Boundary

DL 508s

RDKB File: BW-508s-07440.104

Donna Dean, Manager of Planning and Development, reviewed the application and stated that the APC had no concerns regarding this application.

Moved: Director McGregor

Seconded: Director Grieve

That the staff report regarding an application by 0985028 BC Ltd. for a Development Variance Permit for the parcel legally described as DL 508S to reduce the interior side parcel line setback from the required 5 metres to 0 metres be received.

Carried.

Moved: Director McGregor

Seconded: Director Russell

That the Development Variance Permit application submitted by 0985028 BC Ltd. for the property legally described as DL 508S requesting an interior side parcel line setback variance of 5.0 metres (from 5 metres to 0 metres) to permit the placement of a deck attached to the adjacent existing building, be presented to the Board for consideration with a recommendation of support.

Carried.

B) Baldwin/Aiken**RE: Development Permit**

3401 White Road, Electoral Area 'C'/Christina Lake

Lot A, DL 2104, SDYD, Plan 11883

RDKB File: C-2104-05061.000

Moved: Director McGregor

Seconded: Director Grieve

That the staff report regarding an application submitted by Darcie Laurient, Scott Baldwin, Debbie Aiken, and Gary Aiken for a Development Permit in the Waterfront Environmentally Sensitive Development Permit Area for the parcel legally described as Lot A, DL 2104, SDYD, Plan 11883 be received.

Carried.

C) Columbia Gardens Reload Ltd.

RE: Development Permit Amendment

9155 Station Road, Electoral Area 'A'

Lot 6B, Twp 7A, DL 205A, DL 205B, Section 20 & 29, KD, Plan 800

RDKB File: A-205A/B-00935.050

Donna Dean, Manager of Planning and Development, reviewed this application stating the long history of zoning changes and the trigger for this Development Permit amendment. She explained that because of new construction this summer there have been many complaints particularly about the dust control.

Donna Dean explained that she received a number of written complaints on October 15 and 16 regarding the Columbia Reload operation. A package, including submissions from seven property owners and relatives of property owners in the vicinity of the facility, as well as a summary of those complaints, was distributed to committee members.

The summary of complaints separated those that can be addressed directly by the Regional District and those that are outside the Regional District's jurisdiction. Those that can be addressed through the Zoning Bylaw, Development Permit, and Building Bylaw include: uses on the parcel, dust control, buffering, building permit requirements, and establishment of property lines. Local Governments can also regulate hours of operation and limit noise, however there are no regulations in place for Electoral Area 'A'. Additional complaints, which are outside the jurisdiction of the Regional District include truck and train traffic, road width, visibility issues, materials falling from trucks, debris on the railway right of way, property trespass, railway crossings, and school bus stop safety.

Committee members discussed the conditions that should be addressed as part of the proposed Development Permit amendment. There was also discussion regarding the Regional District's plan to help facilitate discussion with interested parties regarding the issues outside the Regional District's authority. Some frustration was expressed with the bylaw enforcement process since the reload facility has continued to operate with ongoing dust control issues, and requested that staff further investigate the bylaw adjudication process that could be used for those who do not comply with existing bylaws and Development Permit Guidelines.

Moved: Director Grieve

Seconded: Director Russell

That the staff report regarding the application for a Development Permit Amendment from Columbia Gardens Reload Ltd. for the parcel legally described as Lot 6B, Twp 7A, DL 205A, DL 205B, Section 20 & 29, KD, PLAN 800, be received.

Carried.

D) Oldroyd/Strukoff

RE: MOTI Subdivision

1305 Thompson Road and 1250 Stewart Creek Road, Electoral Area 'C'/Christina Lake
Lot 1, DL 268 & 1020s, SDYD, Plan KAP84576
RDKB File: C-268/1020s-04511.200

Moved: Director Grieve

Seconded: Director Director Russell

That the staff report regarding the subdivision referral from the Ministry of Transportation and Infrastructure regarding a proposed subdivision for the parcel legally described as Lot 1, District Lots 268 and 1020s, SDYD, Plan KAP84576 be received.

Carried.

E) Village of Fruitvale

RE: Bylaw Referral

RDKB File: F-1

Moved: Director Grieve

Seconded: Director McGregor

That the staff report regarding the Village of Fruitvale's new Zoning Bylaw No. 846, 2014 be received.

Carried.

F) Completion of Water Transition Study for Christina Waterworks District

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a draft proposal from MMM Group to complete a Water Transition Study for the Christina Waterworks District Water System.

Moved: Director McGregor

Seconded: Director Russell

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a draft proposal from MMM Group to complete a Water Transition Study for the Christina Waterworks District Water System be received.

Carried.

Mark Andison, General Manager of Operations/Deputy CAO, spoke on the approval of the Infrastructure Planning Grant Study application and the \$10,000 the RDKB received.

Moved: Director McGregor

Seconded: Director Russell

That the Electoral Area Services Committee recommend to the RDKB Board of Directors to approve Staff to enter into a contract with MMM Group to complete the Christina Waterworks District Water Transition Study in 2015 for an amount not to exceed \$15,000.

Carried.

G) Attendance at Conferences/Conventions

There was a discussion regarding funding from the Electoral Area Services Committee to allow the Manager of Corporate Administration to attend Conventions/Conferences.

Traditionally the positions of CAO and Manager of Corporate Administration attended UBCM in alternate years. Directors McGregor and Worley described the benefits of having both attend the UBCM in September 2014. Director Russell acknowledged that it is likely useful for both positions to attend and suggested further discussion regarding attendance at UBCM and other professional development opportunities for Administration Staff and the costs involved.

It was decided that Staff be directed to look into which conferences the Manager of Corporate Administration would like to attend and what the cost would be.

Director Grieve left the meeting.

H) Grant in Aid update

Moved: Director McGregor

Seconded: Director Russell

That the Grant in Aid report be received as presented.

Carried.

D) Gas Tax update

There was a discussion about 'earmarking' funds from the Gas Tax. Will the Province send the funds to the AKBLG rather than the Regional District?

Moved: Director McGregor

Seconded: Director Russell

That the Gas Tax report be received as presented.

Carried.

LATE (EMERGENT) ITEMS

There were no late items.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

QUESTION PERIOD FOR PUBLIC AND MEDIA

Vicky Gee was in attendance observing the meeting and explained her interest since she is running for Director of Electoral Area 'E'/West Boundary.

CLOSED (IN CAMERA) SESSION

There was no in-camera meeting.

ADJOURNMENT

There being no further items to discuss, Director Worley adjourned the meeting at 5:37 p.m.

**RDKB MEMORANDUM OF
COMMITTEE ACTION ITEMS
ELECTORAL AREA SERVICES COMMITTEE**

Action Items Arising from Electoral Area Services Committee Direction (Task List)

Pending Tasks

Date	Item/Issue	Actions Required/Taken	Status – C / IP
Oct. 11/12	Bridesville Unsightly Premises (File: U-1)	Staff to draft costs for potential Service Establishment Bylaw & To forward the draft unsightly premises bylaw to a solicitor	IP
Feb. 14/13	Boundary Ag Plan Implementation	Consider areas 'C' & 'D' OCP review recommendations; Consult with Area 'E' residents re: needs assessment survey recommendations; Have Agricultural capability maps available on the RDKB website;	IP
Sept. 11/14	Grants in Aid record keeping	Staff to prepare a report	IP

Tasks from Electoral Area Services Committee Meeting October 16, 2014

Date	Item/Issue	Actions Required/Taken	Status – C / IP
Oct. 16/14	Electoral Area Signage	Staff to research possibility	IP
	DVP Snow Ghost Inn	Presented to Board for Approval	C
	Christina Waterworks study	Contract with MMM Group	IP
	Attendance at Conferences	Staff to research costs	IP



Electoral Area Services Committee Staff Report

Prepared for meeting of November 2014

Development Permit			
Owners: David B. Cook and Susan M. Bennie		File No: C-4060S-09124.325	
Location: 4230 Boat Access, Christina Lake, Electoral Area 'C'/Christina Lake			
Legal Description: Block B, DL 4060S, SDYD		Area: 01.75 acres (7082m ²)	
OCP Designation: Waterfront Residential	Zoning: Waterfront Residential 2 (R2)	ALR status: No	DP Area: Waterfront Environmentally Sensitive
Contact Information: David B. Cook PO Box 1221 Rossland, BC V0G 1Y0 250-362-2116 davecookrossland@gmail.com			
Report Prepared by: Jeff Ginalias, Planner			

ISSUE INTRODUCTION

The applicants have applied for a Development Permit to construct a new 3 bedroom dwelling, and install an on-site sewage system on a boat access residential property at Christina Lake (*see Site Location Map*).

The Development Permit process is to ensure that an adequate sewage treatment system is in place for any development within the Environmentally Sensitive Areas.

HISTORY / BACKGROUND FACTORS

The property is designated 'Waterfront Residential' in the Area 'C' OCP and zoned 'Waterfront Residential 2' (R2) in the Area 'C' Zoning Bylaw. The parcel abuts Christina Lake, placing it within the Waterfront Environmentally Sensitive Development Permit Area. As the applicant proposes building a new dwelling and the sewage disposal system will be within 100m of Christina Lake, a Development Permit is required. A requirement of the development process is for the submission of a report prepared by a

qualified professional, which determines and concludes that the proposed development is protective of human health and the environment.

PROPOSAL

The applicants propose replacing an old cabin on the parcel with a 3 bedroom dwelling in the same general location (*see Applicants' Submission*). The total floor area for the new dwelling will be approximately 81m² (872 ft²). Based on the information provided there do not appear to be any setback or floodplain development issues with the proposed location.

Taking into account the parcel size, the proposed development, the soil types, and distance from natural boundary, projected flows, grade and contour of the lots, the qualified professional suggests a Type 1 treatment and disposal system will provide efficient and effective protection to health and the environment. The Assessment of Alternatives Section discusses the parameters necessary for an effective system in these soil conditions and identifies some criteria which should be considered in designing and installing a proper sewage disposal system. The Recommendations Section then identifies the specifics for the system design for treatment and disposal (*see Sewerage Disposal Report*).

IMPLICATIONS

There are two covenants on title. One is a floodplain development covenant, restricting development of habitable space within 7.5 meters of the natural boundary and below 448.2m ASL (above sea level). As noted above, the proposal is consistent with this covenant.

The other covenant is a health covenant, restricting the development of habitable space (new development or modification or addition of an existing development) unless a proper sewage disposal system is installed. The proposal is consistent with and will satisfy this.

- Authority to issue Development Permits at Christina Lake is delegated to the Manager of Planning & Development;
- The owners will be required to follow the system design plan referenced in the October 15, 2014 Sewerage Disposal Report.

This report is provided for the Advisory Planning Commission's information. A recommendation is not required.

APC COMMENTS

The APC Comments were as follows:

"The APC expressed many concerns on this application."

PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS

At the time this report was prepared, staff had not had an opportunity to speak with APC members on the specific concerns. Staff will investigate the concerns and provide updated information at the Electoral Area Services Committee.

RECOMMENDATION

That the staff report regarding the application for a Development Permit submitted by David B. Cook and Susan M. Bennie, for the property legally described as Block B, DL 4060S, SDYD, be received.

ATTACHMENTS

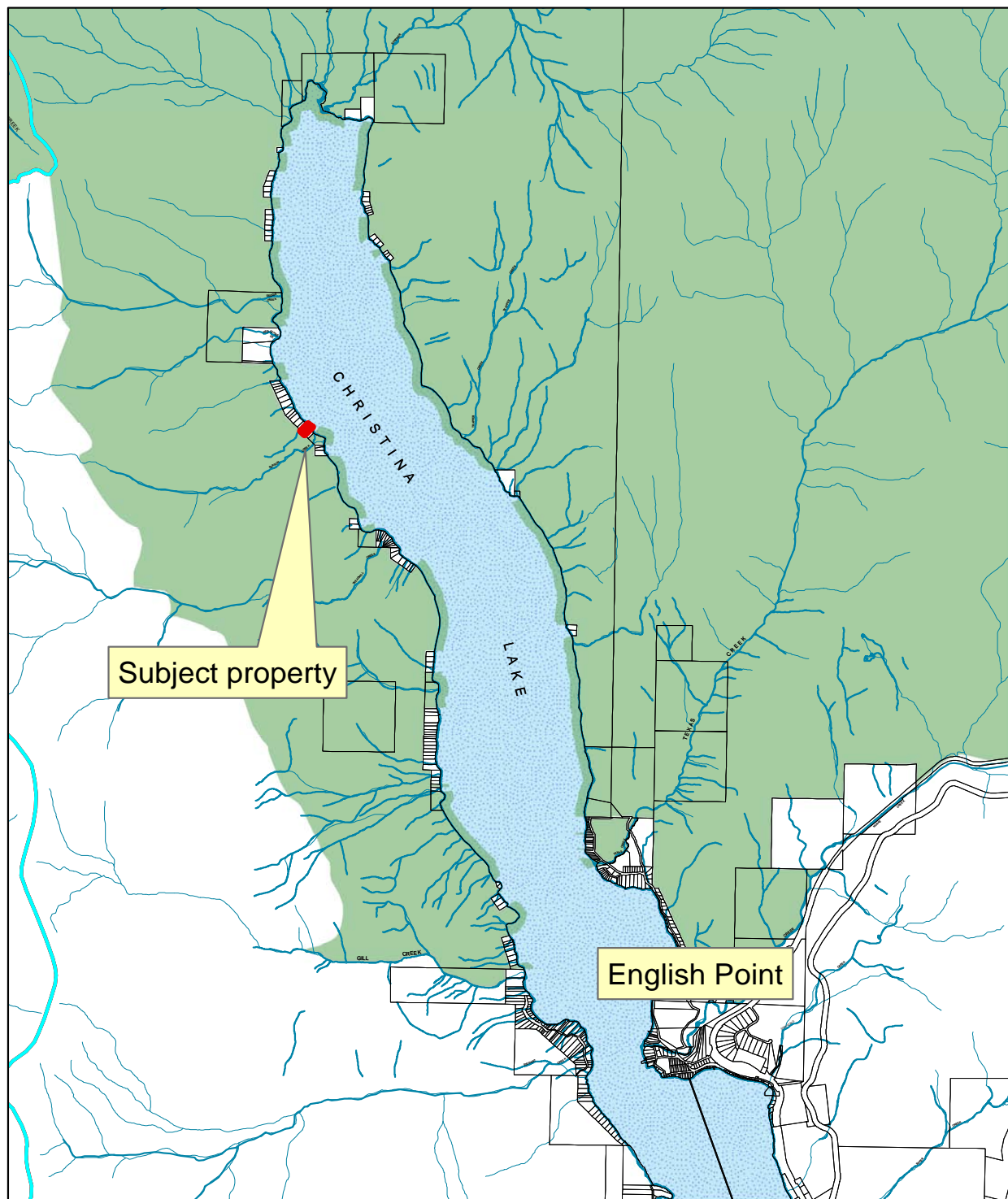
Site Location Map

Applicants' Submission

Sewerage Disposal Report




Site Location Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicants' Submission

497-140
C-40605-09124.325

	PLANNING AND DEVELOPMENT DEPARTMENT APPLICATION FORM ELECTORAL AREAS 'A' TO 'E'	
	RDKB Main Office 202-843 Rossland Avenue Trail, BC V1R 4S8	Telephone: 250-368-9148 Fax: 250-368-3990
RDKB Sub-Office PO Box 1965 Grand Forks, BC V0H 1H0	Telephone: 250-442-2708 Fax: 250-442-2668	Toll Free: 1-877-520-7352 Email: plandep@rdkb.com

TYPE OF APPLICATION (PLEASE CHECK THE APPROPRIATE BOX):

- (a) ☐ Zoning Amendment Only
- (b) ☐ Zoning & Official Community Plan Amendment
- (c) ☐ Official Community Plan Amendment Only
- (d) ☒ Development Permit
- (e) ☐ Development Permit Amendment
- (f) ☐ Development Variance Permit
- (g) ☐ Temporary Use Permit
- (h) ☐ Temporary Use Permit Renewal
- (i) ☐ Site-specific exemption to Floodplain Bylaw
- (j) ☐ Designation of Heritage Properties

APPLICATION FEES:

Types (a) or (c) application	\$1000.00	+ \$100.00 Sign Fee
Type (b) application	\$1200.00	+ \$100.00 Sign Fee
Type (d) application for construction value exceeding \$4000.00	\$200.00	
Type (d) application for construction value under \$4000.00	\$50.00	
Type (e) application	\$50.00	
Type (f) application	\$450.00	+ \$100.00 Sign Fee
Type (g) application	\$650.00	+ \$100.00 Sign Fee
Type (h) application	\$200.00	
Type (i) application	\$200.00	
Type (j) application	\$1,000.00	

Please make all cheques payable to *The Regional District of Kootenay Boundary*DEVELOPMENT PROPOSAL SIGN FEE**

The Regional District's Fees and Procedures Bylaw No. 1231 requires the posting of a Development Proposal Sign in certain circumstances. If such a sign is necessary, a fee of \$100 additional to the above-noted fees, is required for the sign board and preparation of text. Applicants will be refunded \$70.00 once the sign has been returned to the RDKB in good condition.

REFUNDS:

If type (a) or (c) application is denied before public hearing	\$500.00
If type (b) application is denied before public hearing	\$600.00
If a Development Proposal Sign is returned in good condition	\$70.00
**Fees for application types (d), (e), (f), (g), (h) and (i) are non refundable	

Name(s) of registered owner(s): David B. Cook, Susan M. Bennie

Address: PO Box 1221, Rossland BC V0G 1Y0

Telephone/Fax: Home - 250-362-2116 Email: davecookrossland@gmail.com Land Area in ha 0.675
fax - 250-364-3719

Legal description of land under application: BL: B DL: 40605 (ACCESS BY WATER ONLY)

Applicants' Submission

Please explain your reasons for requesting this application, and please also describe in detail your development proposal (use space provided on the back of this form, or attach a separate sheet of paper if needed):

The current cabin is falling apart and needs to be replaced.
We are planning a 20' by 30' shed roof cabin with small attached guest room which is 12' by 12'. We have retained the services of Dan Sahlstrom who is helping us with cabin and septic field plans (he has emailed you his information) Please see attached plans. We are considering a timber frame structure and a foundation wall at the back, and partial foundation walls on the sides towards the back.

SUPPORTING INFORMATION REQUIRED

In support of your application, please answer the following questions:

- | | YES | NO |
|--|-------------------------------------|-------------------------------------|
| 1. Are there any Restrictive Covenants registered on the subject property? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Are there any registered Easements over the subject property? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Is there legal and practical road access to the subject property? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

****The following information is also required (failure to do so may delay or jeopardise the application):**

1. A copy of the Certificate of Title or recent Tax Assessment notice for the subject property or properties;
2. A plan drawn to an appropriate scale, accompanied by a written report (if necessary) showing:
 - the legal boundaries and dimensions of the subject property;
 - boundaries and dimensions of any proposed lots (if subdivision is being proposed);
 - the location of any physical or topographic constraints on the subject property (such as watercourses, shorelines, ravines, wetlands, steep slopes, bedrock outcrops, etc.);
 - the location of permanent buildings and structures on the subject property;
 - the location of any proposed buildings, structures or additions thereto;
 - the location of any existing or proposed access roads, driveways, screening and fences;
 - the proposed method of sewage disposal and the location of any existing and/or proposed septic tank, tile field, sewer line or similar, and water sources (well or community water service pipe location); and
 - the location of any earthworks/grading and/or proposed landscaping on the subject property.
3. **Application types (d) and (i) only:** A copy of a professional's report which addresses relevant development permit guidelines may be required. Please consult the Regional District Planning and Development Department if you are unsure about this requirement.
4. Additional material, or more detailed information may be requested by the Regional District upon reviewing your application.

If the Regional District believes it to be necessary for the property boundaries and the location of improvements thereon to be more accurately defined due to uncertainty over natural boundaries of watercourses or other reasons, a sketch prepared by a British Columbia Land Surveyor may be required. The voluntary submission of such a sketch may prevent a possible delay in processing the application.

Sewerage Disposal Report



ENGINEERING (2012) LIMITED

2248 Columbia Avenue Castlegar, BC V1N 2X1 e-mail: mail@wsaeng.ca Tel 1-888-617-6927

October 15, 2014

File: #C14001-066

Regional District of Kootenay Boundary
202-843 Rossland Ave
Trail, BC V1R 4S8

Attn: Donna Dean, RPP, P.Ag
Planner

*Re: Sewerage Disposal Report for Development Permit for Block B of District Lot 4060S,
Similkameen Division of Yale District (see CG KH8929 as to limited access) at Christina Lake, BC*

Section 1 – Introduction

At the request of David Cook and Susan Bennie, the owners of the above noted property on Christina Lake, a site assessment was conducted on October 4, 2014 by WSA Engineering (2012) Ltd. Information was collected to determine if the soils are suitable for disposal of sewerage from a proposed new residence. This determination is made based on the requirements of the Sewerage System Standard Practices Manual (SPM) prepared by the Ministry of Health. This report is intended to accompany the Development Permit application prepared by the property owners. The Development Permit application is required due to the property's location in a designated Environmentally Sensitive Waterfront Development Permit Area. Dan Sahlstrom, P. Eng. of WSA has been to the site to complete a field review and has recorded the soil logs and permeameter readings. The review concluded that the soils are suitable and that sufficient land area exists to allow the installation of a septic disposal system on the property in compliance with RDKB and SPM setback requirements.

Section 2 – Site Description

The property is located on the west side of Christina Lake, accessible only by boat. The lot is trapezoidal in shape, approximately 60m in width by 112m in length with the long dimension perpendicular to the shoreline of Christina Lake. The lot area is approximately 6,750 square metres.

The hillside slopes upward away from the lakeshore at 22°, with a flatter bench near the middle of the lot where the proposed septic disposal field will be installed, approximately 52 metres from the shoreline and beyond the 30m setback requirement. The slope then increases to about 30° to the rear of the lot.

Section 3 – Flows

The total floor area for the proposed 3-bedroom residence will be approximately 81m². Table II-8 of the

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SPM requires a sewerage daily design flow of 1,300 litres per day, based on the number bedrooms. The proposed use for the building will be seasonal residential and no unusual flow patterns or effluent qualities are anticipated. Garburators and water softeners will not be used on this sewerage disposal system.

Section 4 – Field Investigation

WSA conducted a site investigation on October 4, 2014 to determine the feasibility of a proposed sewerage treatment system and alternate as required in the SSPM. Observation pits were excavated on the bench where the proposed sewerage disposal field will be located. No channeling of surface water on the slope above the field was observed. In fact the area selected for the disposal field is on a slight knoll with surface runoff channeled away from and on either side of the field area.

The exposed soil profile in the first observation hole showed a 28cm layer of duff and organic material, then a layer of clean gravel and cobbles to 100mm diameter beyond the 120cm excavation depth. No indications of seepage or seasonal high water table were noted, and permeameter readings taken in this stratum yielded an average hydraulic conductivity value (soil percolation rates) of more than 3,500mm per day.

The soil profile in the second observation hole showed a 32cm layer of duff and organic material, then a 76cm layer of clean gravel and cobbles to 100mm diameter overtop a layer of light gray clay and silt to the bottom of the excavation at 132cm. No indications of seepage or seasonal high water table were noted. Permeameter readings in the lower stratum yielded an average hydraulic conductivity value of 80mm per day.

To ensure an adequate area exists for disposal of the effluent the hydraulic loading rate for the less permeable stratum (12 litres per square metre per day) was used to calculate the field size, as the restricting layer is assumed to continue at depth across the disposal field.

There is sufficient area on the property for the proposed disposal site and an equal-sized alternate should it be required.

Section 5 – Assessment of Alternatives

Two very distinct soil types were observed in the available field area. Both have sufficient percolation rates to dispose of the anticipated flows. However, the slower soil is preferred for its treatment characteristics and the field should be placed if possible in the area of the second test pit. If during the construction of the final field the high flowing gravels are encounter at the bed/native soil interface, a layer of the slower percolating soil can be mixed with the gravel to slow and treat the effluent.

Sufficient area of suitable soil exists that effluent treated to Type 1 specifications outlined in Table III-8 of the SSPM can be disposed of at this site. A septic tank will be located to allow gravity flow from the residence to the tank. A separate pump chamber will be included to lift the effluent to the proposed dispersal field location, which is located to comply with all setback requirements in the SPM and RDKB bylaws.

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The pumping system required to lift the effluent to the field area also allows timed and/or volume field dosing, via a pressure distribution system. The distribution system can make use of infiltration trench or seepage bed configurations. To dispose of the daily design flow an infiltration area of 109m² is required. A total infiltration trench length of 122 metres is needed, or 28m of 4-metre width seepage bed.

Section 6 – Recommendations and Justification

The recommended method of effluent treatment and disposal is as follows: sewerage will flow by gravity from the proposed residence to a 4,100-litre two-chambered septic tank with a filter at the outlet and then continue by gravity to a 2,100-litre chamber dimensioned to provide 12 doses of 110 litres per day and containing a submersible pump of sufficient capacity and power for efficient transportation. The effluent will be pumped to a seepage bed 4m by 27.5m in the slower clay and silt soil or 15cm layer of a clay/gravel blend under the dispersal laterals to ensure proper effluent treatment and reduce the percolation rate in the gravel stratum.

The final sewerage system design shall be designed and filed with the Interior Health Authority by an Authorized Person and a Letter of Certification will be submitted upon completion. Construction of the proposed system shall follow the proposed design and the finished system is to be inspected and signed off by an accredited wastewater professional.

Closure

This report has been prepared for the exclusive use of David Cook and Susan Bennie, their representatives and the RDKB and is in accordance with generally accepted engineering principles and practice. No other warranty, either expressed or implied, is made. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. WSA accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

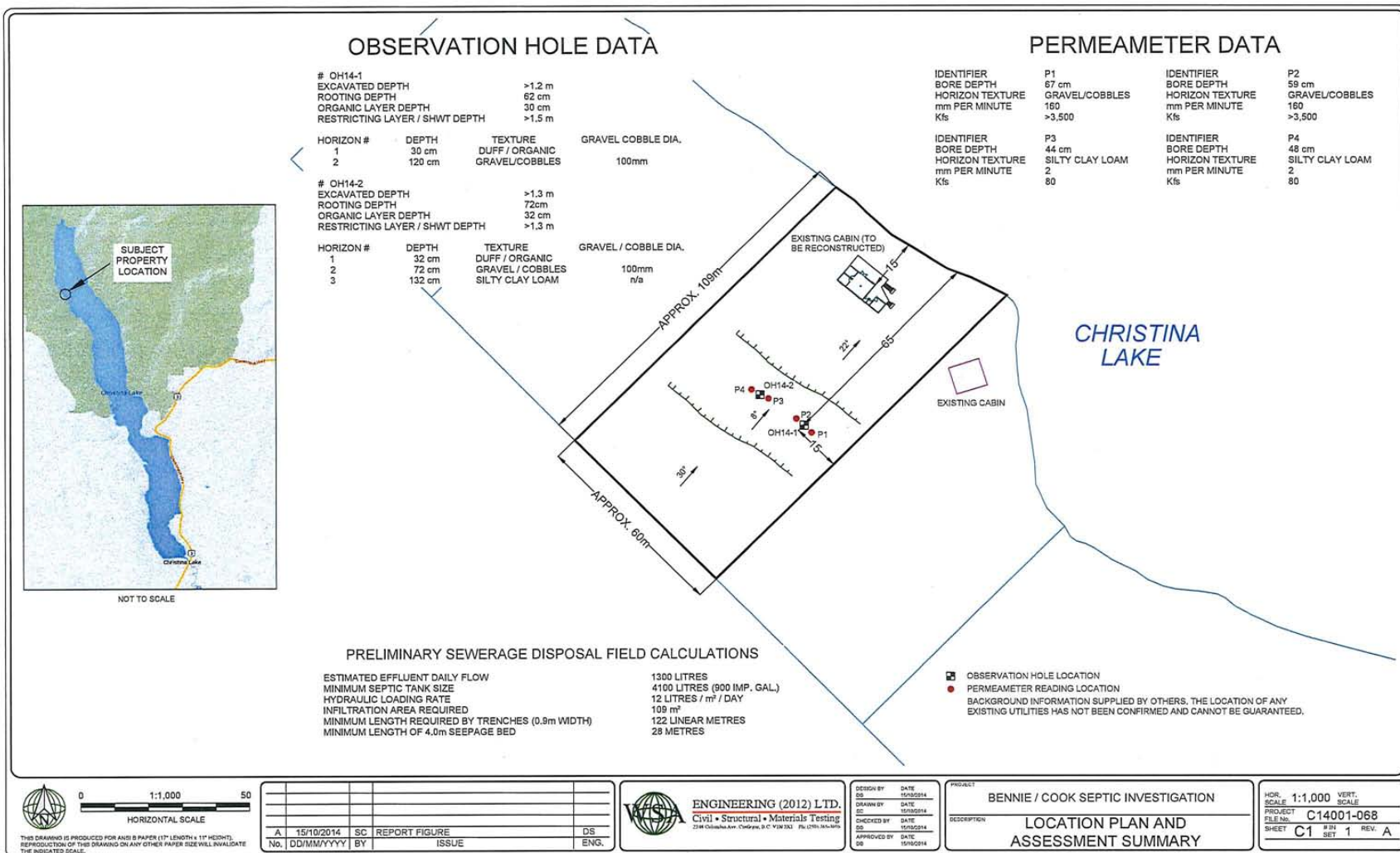
We trust that the information provided above meets with your current requirements. If you have any questions, or require any further information, please contact the undersigned.

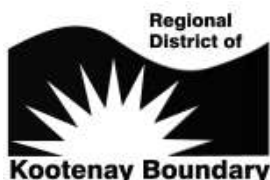
Respectfully submitted,
WSA ENGINEERING LTD.



Dan Sahlstrom, P. Eng.
DS/sc

October 15, 2014
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Page: 3





Electoral Area Services Committee Staff Report

Prepared for meeting of November 2014

Development Permit			
Owners: Mary and Richard Slasor		File No: C-750-04040.000	
Location: 1930 Setterland Road, Christina Lake, Electoral Area 'C'/Christina Lake			
Legal Description: Lot 5, Plan KAP2164, DL 750, SDYD, Except Plans 2412, B4557, 3426, B5691, B6221, and 25939 For Cedar Cove MHP BAYS C/REF 70025.012 et al.			Area: 41.69 acres (16.97 ha)
OCP Designation: Residential; Natural Resource	Zoning: Manufactured Home Park 6 (R6); Natural Resource (NR1)	ALR status: No	DP Area: Waterfront Environmentally Sensitive
Contact Information: Mary and Richard Slasor 1930A Setterland Road Christina Lake, BC V0H 1E3 250-447-9443 cedarmhp@shaw.ca			
Report Prepared by: Jeff Ginalias, Planner			

ISSUE INTRODUCTION

The applicants have applied for a Development Permit to place a manufactured home on an existing pad in the Cedar Cove Mobile Home Park (*see Site Location Map*). The parcel and its sewage disposal systems are within 100m of Sutherland Creek, a tributary of Christina Lake, placing it within the Environmentally Sensitive Waterfront Development Permit Area.

Placing a manufactured home on the parcel triggers these Development Permit requirements. The Development Permit process is to ensure that an adequate sewage treatment system is in place for any development within the Environmentally Sensitive Areas.

HISTORY / BACKGROUND FACTORS

The property is split designated 'Residential' and 'Natural Resource' in the Electoral Area 'C'/Christina Lake OCP and split zoned 'Manufactured Home Park 6' (R6) and 'Natural Resource 1' (NR1) in the Area 'C'/Christina Lake Zoning Bylaw.

The portion of the parcel in the R6 Zone operates as a manufactured home park. This is a permitted use. There are no issues regarding permitted uses on this parcel. The only matter under application is the Development Permit application.

There are 6 manufactured homes on the parcel, plus a single family dwelling. There are separate septic systems servicing the manufactured home park and the single family dwelling. The sewage disposal system for the manufactured home park was installed around 1975, with the disposal field for the system about 50m from Sutherland Creek. The septic system for the single family dwelling was installed around 1992 and is approximately 25m from Sutherland Creek (*see Ortho Photo*).

Drinking water is supplied from an on-site well about 25m from the septic tank for the manufactured home park.

PROPOSAL

The applicants removed a manufactured home and are replacing it with a larger one on the same existing pad (*see Applicants' Submission*).

IMPLICATIONS

The placement of a manufactured home on the site constitutes the construction or establishment of a new building. This triggers the Environmentally Sensitive Waterfront Development Permit provisions. The sewage disposal system for the manufactured home park is within 100m of the natural boundary of Sutherland Creek. Thus no exemption from the development permit requirements is available.

If a Development Permit is required in the Environmentally Sensitive Waterfront Development Permit Area, a report prepared by a qualified professional is required. The applicants have submitted a professional report, dated August 24, 2014, prepared by Thomas Smith, P. Eng, which describes and assesses both sewage disposal systems on the parcel.

The Report notes that the disposal system for the manufactured home park is a Type 1 system, designed with sufficient capacity to handle the projected flows from the existing development on the manufactured home park, plus additional capacity. The location of the distribution trenches meets current standards. However, there are no flow records for the system, thus making it difficult to estimate the effectiveness of the system and its remaining life.

The trenches for the Type 1 system servicing the single family dwelling are within 100 feet (30m) of Sutherland Creek. This does not satisfy the current Ministry of Health setback requirements. To meet the Ministry setback requirements, either the trenches

need to be relocated, or a report from a qualified professional with groundwater expertise justifying their current location would be required.

Based on the available information and the applicable regulations, the qualified professional provides the following recommendations:

- For the system servicing the manufactured home park, he recommends installing a control panel on the existing pump to monitor flows on a daily basis, and conduct an annual inspection to check for system failure. With this information, the system can be properly evaluated to determine whether it is adequate for its exiting use.
- For the system servicing the single family dwelling, while there is no evidence of any system failure, the system does not meet current standards. The recommendation is to upgrade that system to current standards with either a new or modified system or with a system which discharges into the existing Manufactured Home Park sewage disposal system (*see Sewage Disposal Report*). As noted above, there is capacity in the manufactured home park system to handle the load from the single family dwelling, if this option is pursued.

The proposed development (placing a new manufactured home on an existing pad) involves the manufactured home portion of the parcel and its related sewage disposal system, not the single family dwelling. However, the Development Permit requirements apply to the parcel. Thus, concerns with the adequacy of the disposal system on the entire parcel, including the system servicing the single family dwelling are within the Guidelines once the development permit requirements are triggered.

- Authority to issue Development Permits is delegated to the Manager of Planning & Development;
- The owners will be required to follow and implement the recommendations in the August 24, 2014 Sewerage Disposal Report.

This report is provided for the Advisory Planning Commission's information. A recommendation is not required.

APC COMMENTS

The APC Comments were as follows:

"The APC expressed many concerns on this application."

PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS

At the time this report was prepared, staff had not had an opportunity to speak with APC members on the specific concerns. Staff will investigate the concerns and provide updated information at the Electoral Area Services Committee.

RECOMMENDATION

That the staff report regarding the application for a Development Permit submitted by Mary and Richard Slasor, for the property legally described as Lot 5, Plan KAP2164, DL 750, SDYD, Except Plans 2412, B4557, 3426, B5691, B6221, and 25939 For Cedar Cove MHP BAYS C/REF 70025.012 et al., be received.

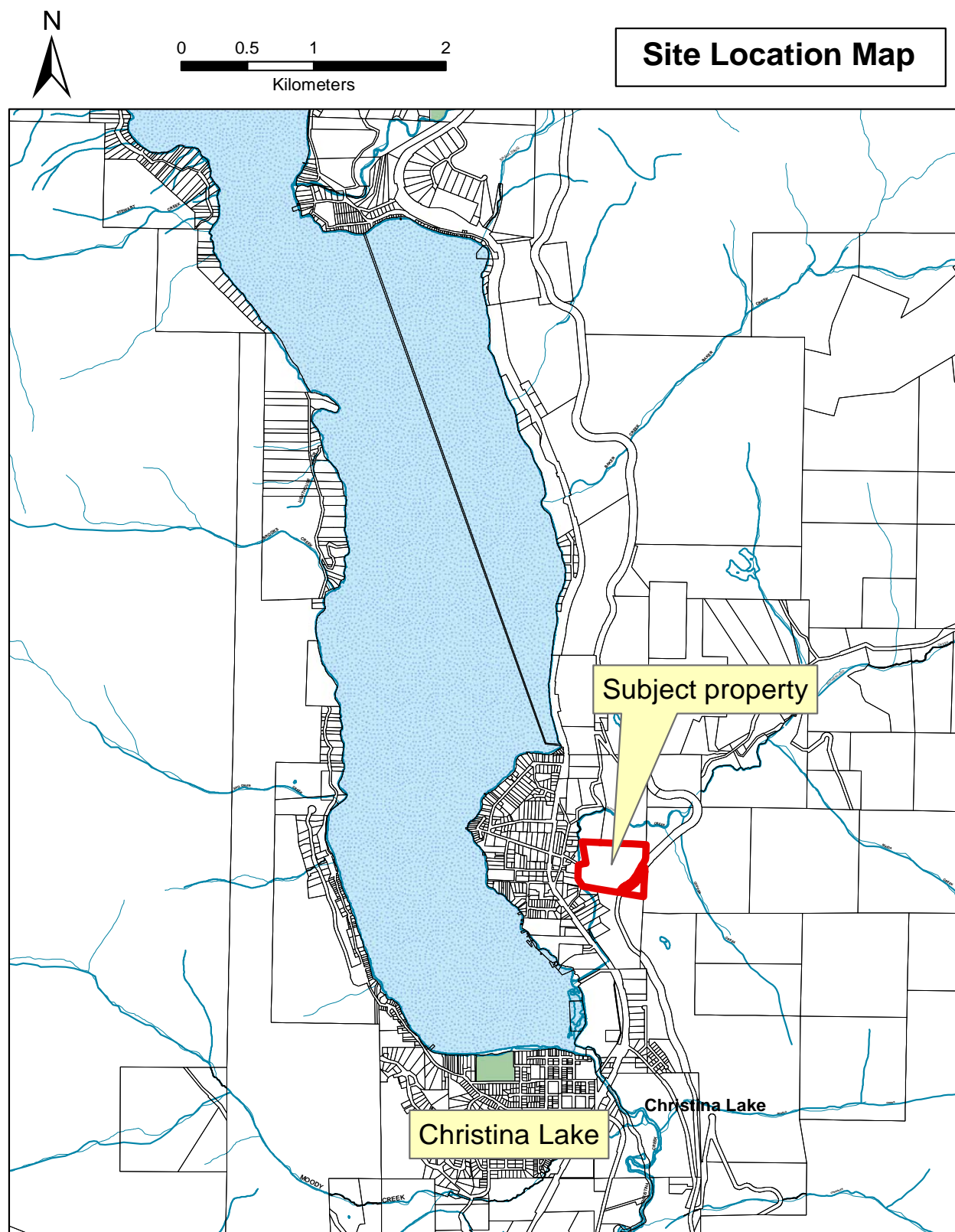
ATTACHMENTS

Site Location Map

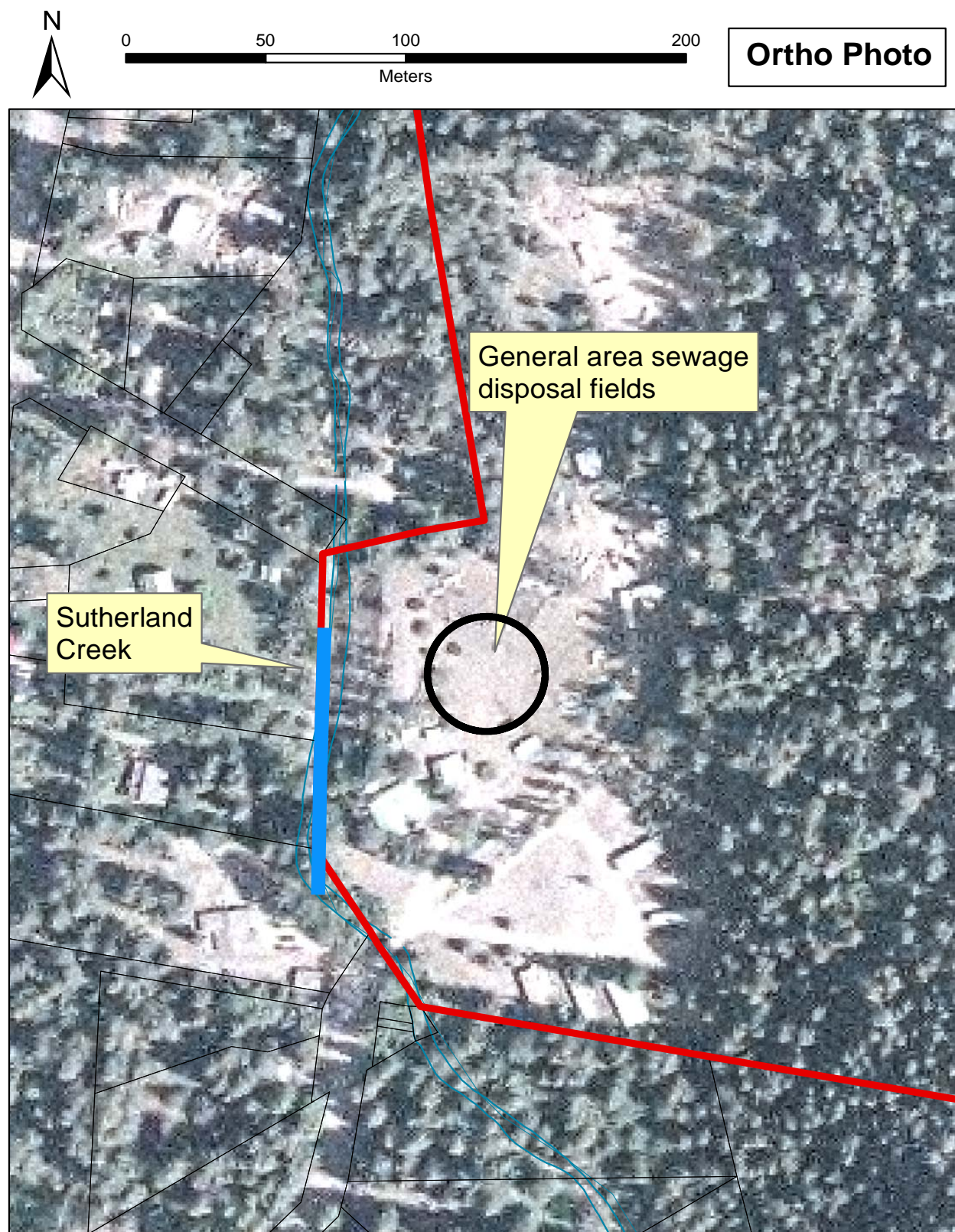
Ortho Photo

Applicants' Submission

Sewage Disposal Report



Projected Coordinate System:
NAD 83 UTM Zone 11N



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicants' Submission

Richard and Mary Slasor,
1930A Setterland Road,
Christina Lake, B. C.,
V0H 1E3.

To: The Regional District of Kootenay Boundary,

This Development Permit application has been requested by the RDKB as a prerequisite to a Building Permit applied for by Diane and Ken Sookero. The RDKB has stated this Development Permit is required for the issuance of a building permit which is required for the temporary placement of a new tenant owned Manufactured Home at #9, 1930 Setterland Road, Christina Lake on an existing mobile home pad (#9) in Cedar Cove Mobile Home Park.

To Note:

We are not creating a new development as this is a tenant owned unit being placed on an existing rental pad which was previously occupied and is in a fully permitted existing Mobile Home Park with no changes to the pad and a month to month tenant agreement.

Please find enclosed :

Engineer's Report on the existing septic system as the field falls within the 100 meter parameter of environmentally sensitive area of Sutherland Creek.

Current property title certificate.

Copy of septic system permit.

Copy of email stating a building permit and proper paperwork/plans /drawings has been submitted.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	OCT 10 2014
DOC #
REF. TO:	D.D.
CC:

Mrs. Mary Slasor.
October 8, 2014.

THOMAS SMITH, P.ENG.

Site 16A, C53, RR#1, Winlaw, BC, V0G 2J0 email: tom @ bio2.org

Tel: (250) 226-7796

Fax: (250) 226-7798

August 24, 2014

File: 201412-Slasor MHP

Regional District of Kootenay Boundary
 202-843 Rossland Ave.
 Trail BC V1R 4S8
 Attn: Planning Department
 RDKB File No: C-750-04040.000

Sewage Disposal ReportRE: SEWAGE DISPOSAL REPORT FOR DEVELOPMENT PERMIT FORStreet Address: 1930 Setterland Road, Christina Lake, BC, V0H 1E3Property Owner: Rick and Mary SlasorLegal Description: LOT 5, PL KAP2164, DL 750, LD 54, EXCEPT PLAN 2412 B4557 3426
B5691 B6221 25939 FOR CEDAR COVE MHP C/REF 70025.012 ET AL/.**1. Introduction:**

At the request of Rick and Mary Slasor, the owners of the subject property, Thomas Smith P.Eng. has prepared this report supporting a Development Permit Application. The owners have replaced a manufactured (mobile) home on an existing pad and the RDKB has notified them that because of this, Development Permit provisions apply. The subject lot was assessed on August 22, 2014 by Thomas Smith P.Eng. (see attached for a summary of skills and experience), an independent professional engineer, and Authorized Professional under the Sewage System Regulation.

The lot is bounded along its western border by Sutherland Creek and is within the Waterfront Natural Environmental Area of Christina Lake as defined by the OCP Bylaw 1250. A permit (attached) was issued for the Mobile Home Park (MHP) sewage system in 1975 for up to 12 mobile homes with a maximum capacity of 2,400 imperial gallons per day (IGPD). There are 6 mobile homes currently using this existing system, with an estimated maximum flow of 1,200 IGPD. There is also a separate unpermitted septic system for a 2-bedroom house on the property. There is no evidence of failure (flow restrictions, leaks, or breakout of effluent moisture on the ground surface) of either system.

2. Site Description: see attached drawings

The total parcel size is 17.4ha [43 acres]. The potable water source is an onsite well. All sewage system components are buried and the descriptions herein are based on site observations, the existing permit and drawings, and the personal testimony of the owners.

The existing MHP system was constructed in 1975 and consists of a gravity collection system feeding a 4,800 lgal concrete septic tank, followed by a pump chamber that pumps uphill to a distribution box that feeds 2-150' long and 2-130' long runs of perforated pipe by gravity. The perforated pipe is buried at a depth of about 22" in gravel filled trenches. The septic tank is

Sewage Disposal System Report for 1930 Setterland Road, Christina Lake, BC, V0H 1E3

approximately 82 feet from the drinking water supply well and 132 feet from Sutherland Creek. The dispersal field is approximately 150 feet from Sutherland Creek.

The existing 2,088 sq. ft. 2-bedroom house is serviced by an gravity septic system consisting of two 450 lgal concrete septic tanks followed by a distribution box and 2-60' runs of perforated pipe in trenches. The system was built in 1992 (approximately) and is approximately 81 feet from Sutherland Creek.

3. Flows:

The existing sewage systems are designed for continuous occupation and typical residential "strength" wastewater. Existing flows have not been historically monitored. The existing MHP system was permitted for a capacity of 2,400 IGPD. Based on the Ministry of Health Sewerage System Standard Practices Manual V2 (2007) (SPM), the expected maximum flow from the 6 mobile homes is 1,200 IGPD (= 6×200 IGPD).

The old mobile home was approximately 980 sq. ft. and the new mobile home is approximately 1,056 sq. ft. The 200 IGPD expected maximum flow from a mobile home that was used for the original system design, is still standard practice today. From this perspective, replacing one mobile home with another has no impact on sewage flow quantity or quality.

Per SPM standards, the expected maximum flow from the house is 294 IGPD.

4. Field Investigations:

The soils in the area of the existing dispersal fields were profiled as follows

0 - 6 in topsoil and organics, brown

6 - 72 in grey sand, <2% coarse fragment, <2% cobbles

No signs of seasonal high water table

Permeameter test result: $K_{fs} = 864$ mm/day Slope = 0%

Greener grass along the trench lines of the MHP dispersal area shows reasonably even distribution of effluent along the trenches. These sandy soils are good for sewage effluent treatment and dispersal. The existing dispersal fields are at least 30 feet higher than the level of Sutherland creek. As such, treated effluent from the dispersal field must travel through at least 30 feet of soil, adding an extra level of treatment and protection. There is no evidence of failure of either system.

Type 1 infiltration area: (Estimate trench bottom width = 1.5 ft)

MHP: $((2 \times 150\text{ft}) + (2 \times 130\text{ft})) \times 1.5\text{ft} = 840 \text{ ft}^2$

House: $(2 \times 60) \times 1.5 = 180 \text{ ft}^2$

Based on the field investigations and the SPM, a suitable design hydraulic loading rate for the site soils is $0.5 \text{ IG/ft}^2/\text{day}$ for Type 1 effluent. The minimum required trench area for the MHP is therefore $1,200 \text{ IGPD} \div 0.5 \text{ IG/ft}^2/\text{day} = 2,400 \text{ ft}^2$. There is plenty of area available for dispersal and reserve areas that meet SPM standards, for both the MHP and house systems, however the SPM specifies that gravity septic systems are unsuitable for sites requiring more than $1,000 \text{ ft}^2$ of infiltration area.

Sewage Disposal System Report for 1930 Setterland Road, Christina Lake, BC, V0H 1E3

5. Assessment of Alternatives:

The alternatives range from leaving the current systems as they are to replacing them with new systems that meet current SPM standards.

MHP System:

The SPM specifies that to produce a Type 1 effluent a septic tank needs to have a capacity of at least three times the expected maximum daily flow. As such, the existing 4,800 IG septic tank has more than enough capacity for the estimated current maximum flows for the existing 6 mobile homes (3,600 IGPD = $3 \times 1,200$ IGPD) and has the capacity to handle the expected flows for up to 8 mobile homes. Factors to consider:

- the trigger for the development permit was the replacement of a mobile home with no effective impact on the flow or quality of sewage entering the treatment system,
- the existing system has a permitted capacity greater than the current expected maximum flow from the existing 6 mobile homes
- there is no evidence of failure of the existing system
- the existing distribution trenches are >30m (100ft) from Sutherland Creek (thereby meeting current SPM standards)
- \$20,000 is a ballpark estimate of the cost to upgrade the system to meet current SPM standards for pressure distribution
- Type 1 septic systems are designed to fail over time when used at design capacity. The life of the existing field is likely limited due to its age, but it is difficult to estimate the remaining life without flow records.

House System:

The existing septic tank capacity is 900 IG. The SPM requires a capacity of 882 IG. Trenches (or portions thereof) are <100 feet of the high watermark of Sutherland Creek. To meet current SPM setback requirements, either a hydro-geologist report would be required to justify the setback reduction, or the existing trenches need to be decommissioned and replaced with additional trenches outside of the 100 foot setback. The estimated cost of replacing the existing system or connecting it to the existing MHP system is approximately \$10,000.

6. Recommendations and Justification:

MHP System:

My recommendations at this time are to:

- install a control panel on the existing pump to monitor flows on a daily basis, and
- have the system inspected annually by a professional to check for evidence of system failure including flow restrictions, leaks, or breakout of effluent moisture on the ground surface.

Based on an assessment of the actual flows over a one year period, a professional could determine whether the system is adequate for its existing use. If average flows are higher than the design average flow of 1,200 IGPD, or evidence of system failure is observed, then the system should be rebuilt to current SPM standards.

The justification for this recommendation is that the current system meets current SPM and legal standards for its use.

Sewage Disposal System Report for 1930 Setterland Road, Christina Lake, BC, V0H 1E3

House system:

There is no evidence of failure of the existing house system, however, the size and shape of the existing septic tank and the size and location of the existing field (<100 ft from Sutherland Creek) do not meet current SPM standards. My recommendation is to upgrade the existing system to SPM standards with either a new or modified system or a system that discharges into the existing MHP system.

The justification for this recommendation is that the current system does not meet current SPM standards.

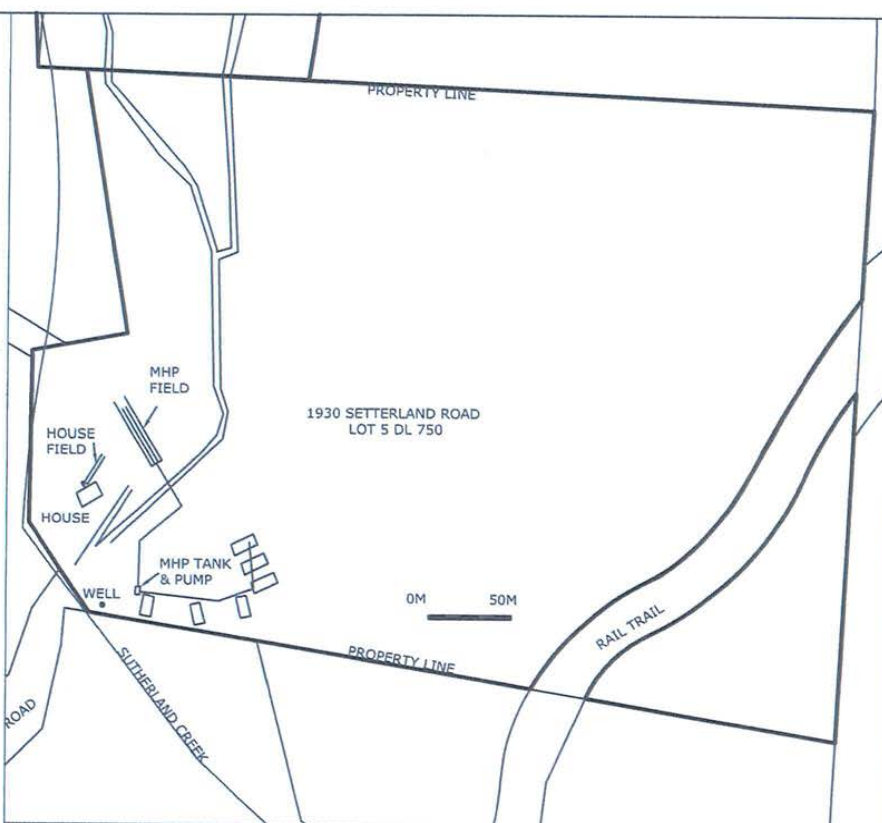
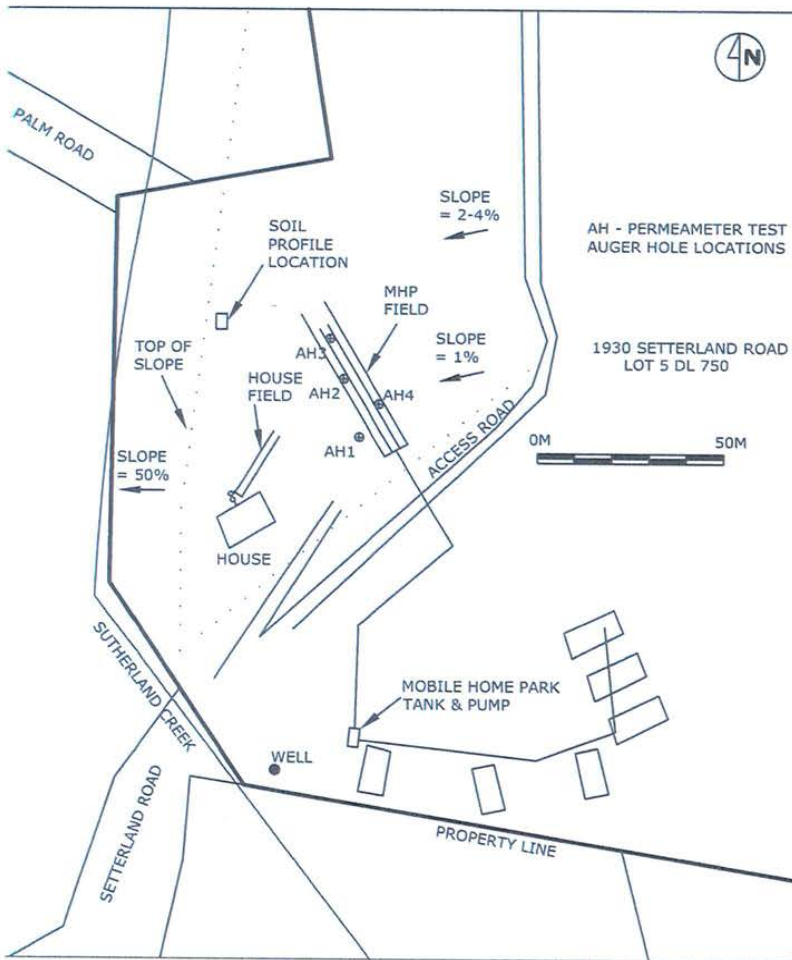
As a registered professional engineer authorized to design and supervise the installation of these types of sewage system in BC, I have exercised due diligence with regard to the assessment of the existing systems.



Thomas Smith P.Eng.

Attachments:

Drawings - Bio2 Engineering Project 2014-12 Slasor MHP Assessment
Thomas Smith – Skills and Experience – (Thomas Smith.pdf)
Sewage Disposal permit (permit1.jpg, permit2.jpg)



SEWAGE DISPOSAL SYSTEM FOR: PID: 007-792-387
 ADDRESS: 1930A SETTERLAND ROAD, CHRISTINA LAKE, BC, V0H 1E3
 LEGAL DESCRIPTION: LOT 5, PL KAP2164, DL 750, LD 54, EXCEPT PLAN 2412 B4557
 3426 B5691 B6221 25939 FOR CEDAR COVE MHP C/REF 70025.012 ET AL/.

PROFESSIONAL
 ENGINEER
 T. S. SMITH
 2014-12-01

THOMAS SMITH ENGINEERING	F:\SEWAGE\PROJECTS\201412-SLASOR MHP\DWGS\REV1\201412.DWG		
HIS DRAWINGS IS NOT TO E USED FOR CONSTRUCTION UNLESS SO NOTED	CLIENT SLASOR MHP	PROJECT SEWERAGE SYSTEM	DRAWING TITLE SITE ASSESSMENT

2014-08-24	SITE ASSESSMENT	TS
REV	DATE	DESCRIPTION
1	2014-08-24	250-226-7796
DATE:	2014-08-24	BIO2 ENGINEERING
PROJECT NO.	2014-12	SHEET 01

THOMAS SMITH, P.ENG.**ENVIRONMENTAL ENGINEER**

Site 16A C53, RR#1, Winlaw, BC, V0G2J0

Phone: 250-226-7796 Fax: 250-226-7798

E-mail: tom@bio2.org

September 17, 2014

AREA OF EXPERTISE

Wastewater Treatment, Environmental Engineering, Residuals Management, Composting

SKILLS

Project Management
 Engineering and Construction
 Sewage Systems Design
 Technical Writing and Research
 Public Speaking and Public Consultation
 Computer Aided Drafting (AutoCAD)

BUSINESS HISTORY

DESIGN ENGINEER (2006-Present) Self-employed designer of on-site wastewater treatment systems.

COMPUTER CONSULTANT (2001 – 2006) Self-employed data manager, website designer and information technology consultant.

PROJECT ENGINEER AND PROJECT MANAGER (1991 – 2001) With the Residuals Management Group and the Civil and Mechanical Design and Construction Division of the Engineering and Construction Department of the Greater Vancouver Regional District.

SELF EMPLOYED CONSTRUCTION ESTIMATOR (1990-91) Quantity take-offs for exterior wall and architectural detail installation contractors

TECHNICAL REPRESENTATIVE (1982 – 2006) With Preswitt Manufacturing Ltd., a manufacturer of architectural coatings (and exterior insulation and finish systems).

WESTWATER RESEARCH CENTER, UBC (1989) - Collated Fraser River water quality data

ENVIRONMENT CANADA (1988) Municipal Effluents Project Assistant

EDUCATION

- B.A.Sc. (1990) Bio-Resource Engineering, University of British Columbia, Major Studies: Wastewater Treatment, Irrigation and Drainage, Controlled Environments, Food Processing, Soil Fertility, Pest Management
- 1991-1995 Workers Compensation Board Industrial First Aid Attendant - Certificate Level "A"

PROFESSIONAL ASSOCIATIONS

Association of Professional Engineers & Geoscientists of B.C., BC Onsite Sewage Association and the BC Water and Wastewater Association

THOMAS SMITH P.ENG.**A Few Achievements:****PRELIMINARY ASSESSMENT OF ROUTE OPTIONS FOR A NEW 75-120CM DIA. INTERCEPTOR SEWER IN CENTRAL BURNABY**

I identified and assessed route options based on environmental, financial, engineering, geotechnical, social and political considerations. I retained and managed an environmental consultant, coordinated surveying and drafting, collated utilities information and prepared and presented information for the public. Installation of this interceptor included the crossing of Stoney Creek, bridge construction and compensatory downstream fisheries enhancement.

DESIGNED AND MANAGED BIOSOLIDS LAND APPLICATION PROGRAMS (1991 – 1999)

I managed the beneficial recycling thousands of tonnes of Vancouver's biosolids (treated sewage sludge). I determined suitable locations for land application of biosolids and designed, coordinated and managed contracts for biosolids composting, trucking, spreading, sampling, monitoring, and data management. I designed and implemented a public and stakeholder consultation process. I created partnerships with landowners and obtained approvals from all stakeholders and government agencies. I conducted inspections, sampling, monitoring, data management and preparation of reports.

I designed and managed the manufacture and use of a growing medium for highways landscaping using 2,000 tonnes of dewatered and composted biosolids. This project was the first of its kind in Canada.

DESIGN AND CERTIFICATION OF ONSITE SEWAGE SYSTEMS

As an Authorized Professional under the Sewage Regulation, I currently design and certify all types of sewage systems, and prepare sewage assessment reports for property subdivision. My work includes site and soil profiling, permeameter testing, preparation of drawings, registration with Interior Health, or Ministry of Environment, construction inspection and function testing. All work is in conformance with the Sewerage System Regulation or the Municipal Sewerage Regulation depending on the size of the project.

INSPECTIONS OF STEEL FORCEMAIN CONSTRUCTION

I carried out field inspection services for the installation and testing of 900m of a 1m diameter steel forcemain along Vernon Drive in Vancouver. I coordinated and managed engineers and contractors, documented construction activities, and prepared as-built drawings. My work included pressure testing of welded joints, inspection of corrosion protection, management and approval of compaction testing, confirmation of elevation and alignment conformance and ensuring conformance with WorkSafeBC requirements.

MANAGED THE CONSTRUCTION OF SLOPE STABILIZATION WORKS

I wrote specifications and managed the contract for construction of an access road, and the drilling and installation of horizontal drains into Ingersoll Ravine in Port Moody. The project required public, municipal and environmental approvals, supervision of geo-technical and environmental consultants, placement of over 2,000 m³ of rock, access road decommissioning and re-vegetation.

THOMAS SMITH P.ENG.**PROCESS AUDITS OF WASTEWATER TREATMENT PLANTS**

I managed and executed process audits and evaluations of enhanced treatment options at the Lions Gate and Iona Island Wastewater Treatment Plants in Vancouver. I collated historical, analytical and operations data. I assisted with the design and implementation of stress tests to determine capacity. I coordinated consultants (CH2M Hill), plant operators, management and lab staff. Virtually all of the recommendations of the audit were implemented.

CONTRACT ADMINISTRATION FOR CONSTRUCTION OF A BIOSOLIDS STORAGE BUILDING

I administered the contract for construction of a new \$300,000 steel storage facility at the Annacis Island Wastewater Treatment Plant. There were no claims for extras. Additional work related to this job included the design, acquisition and construction management of the installation of water, sewer and electrical services for a portable trailer and the design of a safety system for a truck loading facility.

DEVELOPED A GRAPHICAL SUMMARY OF WATER QUALITY CONDITIONS IN THE FRASER RIVER BASIN

Gathered water quality data from a variety of government databases, collated the data electronically and developed graphical summaries to show the spatial and temporal changes in the water quality conditions of the Fraser River and its tributaries.

PROMOTED EXTERIOR INSULATION AND FINISH SYSTEMS

I developed and presented technical training seminars to architects and building envelope professionals in Vancouver, Calgary and Edmonton. I purchased computers to provide a company network and e-mail system and created a company website.

EXPLANATORY COMMUNICATIONS

I developed a slide show and presentation on *The Operation of the Composting Toilet*. The presentation includes a detailed explanation of the composting process and how it relates to effective design. The efficiencies of the most popular designs are compared based on sanitation, cost and convenience. The presentation won the 1988 Western Canadian Engineering Competition and took 3rd place in the Canadian Engineering Competition in the explanatory communications category.



Electoral Area Services Committee Staff Report

Prepared for meeting of November 2014

Core Funding for Implementation of the Kettle River Watershed Management Plan	K7
Report Prepared by: Donna Dean, Manager of Planning and Development	

ISSUE INTRODUCTION

The purpose of this report is to provide the Electoral Area Services Committee with an update regarding the Kettle River Watershed Management account and projected costs for the next three years.

BACKGROUND

Creation of the Kettle River Watershed Management Plan (the Plan), Phase 2 of the study, commenced in 2011 and is scheduled for completion at the end of December 2014. Phase 2 was funded primarily through gas tax funds from the three participating Electoral Areas (Electoral Area C/Christina Lake, Electoral Area D/Rural Grand Forks, and Electoral Area E/West Boundary); and grants from the Real Estate Foundation, and the Southern Interior Beetle Action Committee (SIBAC).

The actual costs for Phase 2, the creation of the Plan, to the end of 2014 are projected to be \$243,000, which includes the consulting fees, disbursements, expense claims by the Stakeholder Advisory Group/Technical Committee and applicable taxes. The estimated funds remaining in the Kettle River Watershed Study account at the end of 2014 is \$66,341.

In January 2014 the Steering Committee agreed to fund the Implementation phase of the project (Phase 3) from January 2015 until December 2017. The following resolution was made at the January 16, 2014 Kettle River Watershed Management Plan Steering Committee meeting:

That the Project Coordinator's current contract be extended until December 31, 2014. Further that the contract be renewed for an additional 3 years at a 0.4 FTE (full time equivalent) from January 1, 2015 until December 31, 2017.

A project proposal for Phase 3 has been provided by Graham Watt of Cordilleran Ecological (see attached October 27, 2014 letter). The proposal estimates the annual consulting fees will be \$35,280, which does not include disbursements, expense claims by committee/advisory group members or applicable taxes.

IMPLICATIONS

It appears that the funds remaining in the Kettle River Watershed Study account at the end of 2014 should cover the Implementation costs for 2015; \$35,280 for consulting with a remainder of \$31,000 to cover additional expenses. The gas tax requisition amounts can be reassessed later in 2015 to ensure the budget is on target and to plan for 2016 and 2017.

Implications on RDKB Planning and Development staff and land use planning are discussed in a separate report.

RECOMMENDATION

That the staff report regarding Core Funding for Implementation of the Kettle River Watershed Management Plan be received.

That staff be authorized to draft and execute a contract with Cordilleran Ecological for core funding for Implementation of the Kettle River Watershed Management Plan at an annual cost of \$35,280, with a three year total of \$105,840.

That staff be directed to provide an update regarding the Kettle River Watershed Study account by November 2015, or sooner, if additional gas tax funds are required before the end of 2015.

ATTACHMENTS

*October 2014 Kettle River Watershed Management Plan Implementation Strategy:
Proposal for Coordinator – January 2015 – December 2017.*



Cordilleran
Ecological

Graham Watt

Box 173 Grand Forks BC
V0H 1H0 (250) 444-0550
graham@cordilleran.ca

October 27, 2014

Donna Dean
Manager, Planning and Development
Regional District of Kootenay Boundary

**Kettle River Watershed Management Plan Implementation Strategy: Proposal for Coordinator –
January 2015 - December 2017**

Introduction

The Kettle River Watershed Management Plan (KRWMP) is intended to provide guidance to decision-making authorities, resource managers, users and residents regarding water and land resources in the watershed. The Plan developed goals, strategies and actions to guide decision-making within the watershed, and set up a framework for governance and implementation to support its success. In January of 2014, the RDKB agreed to fund a three year implementation program by providing a part-time contract for the Project Coordinator, with the understanding that I would work with the Steering Committee to secure internal and external funding in support of priority implementation projects and the remaining 0.6 of the position.

In this letter I propose deliverables, timelines and compensation for the coordination of a three-year implementation phase (January 2015-December 2017) of the KRWMP for the Regional District of Kootenay Boundary. The role of the Coordinator is to work closely with the Steering Committee in coordinating the implementation of actions under the KRMWP by providing communication, working group coordination, project/grant management, and reporting. This role is a key component of the *Implementation Strategy*, which will include the scheduling, sequencing and prioritization of actions in the KRMWP. This letter is a starting point for discussions with the RDKB and the Steering Committee in terms of prioritization, work planning, fundraising, budget planning, and contract management.

Compensation

The core responsibilities of the Coordinator (described below) are to be covered by the 0.4 equivalent contract, with additional funded projects remunerated on a per-project basis. The Phase 2 contract was based on a per-diem of \$325, with 15% held back pending invoices for scheduled deliverables, and the number of days worked varying by month. This provided some complexity for RDKB accounting.

Due to the smaller core contract amount and the uncertainties of internal and external funding, I propose to simplify invoicing by a) calculating a fixed monthly invoice based on 0.4 equivalent of the yearly contract amount, and b) invoicing the full monthly amount of the 0.4 equivalent without a holdback for deliverables. Additional project funding will be invoiced based on installments for deliverables on a per-project basis.

I am requesting a modest increase to the per diem rate from \$325 to \$350 for three reasons:

- Cost of living is increasing approximately 2% per year (which has been factored into the agreement with equivalent RDKB staff positions);
- replacement costs of computer equipment and cell phone service is included (~\$8/per day); and
- the scope of the contract is changing, where I will be responsible for obtaining much of the remainder of funding from internal and external sources, therefore leveraging the RDKB's contribution of Gas Tax funds.

Based on a standard working year of 252 days, 0.4 equals approximately 101 days, or 8.4 days per month. Therefore the monthly invoice will be \$2,940.00 plus agreed-upon travel, meeting, miscellaneous expenses, and applicable taxes. Annual costs will be \$35,280.00, for three-year total of \$105,840.00.

Timeline and Draft Deliverables

Ongoing responsibilities:

- Prepare quarterly **progress reports** (i.e. December, March, June, September) and one **annual report**.
- Hold a **quarterly meeting of the Steering Committee** (i.e. first week of January, April, July, October) and **quarterly meetings of working groups** (governance and funding; water supply; riparian and watershed function)
- Hold a **semi-annual or annual meeting¹ of the Kettle River 'Round Table'** (Stakeholder Advisory Group), stakeholders and guests, to share monitoring & science results, provide progress reports on implementation actions, and review updates to the Watershed Plan.
- Coordinate working groups and liaise with external agencies and researchers
- Prepare terms of reference and develop funding proposals for priority projects (grant management and reporting to be covered by overhead portion of grant)
- Provide **monthly newspaper columns** or articles on learnings and progress, and maintain the website (kettleriver.ca) and social media presence to keep the general public informed
- Participate in local RDKB planning processes as appropriate.

January-June 2015

¹ At the discretion of the Steering Committee

- Obtain signatures to Memorandum of Understanding on supporting plan implementation, and hold additional dialogues with key groups (i.e. First Nations)
- Develop a *Governance Study* providing options on the structure of the 'watershed entity' (obtain additional funding if possible)
- Establish **Terms of Reference** for working groups and Kettle River Round Table
- Develop a *Governance Manual* for the Kettle River Round Table / watershed entity
- Initiate other high priority projects (as funding permits)

July-December 2015

- Continue core responsibilities and priority projects
- **Release KRWMP v. 1.1**

January-June 2016

- Continue core responsibilities and priority projects

July-December 2016

- Continue core responsibilities and priority projects
- **Release KRWMP v. 1.2**

January-June 2017

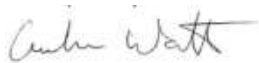
- Continue core responsibilities and priority projects

July-December 2017

- Continue core responsibilities and priority projects
- **Release KRWMP v. 1.3**
- **Final report on Phase 3**

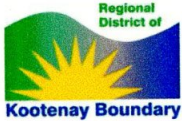
I look forward to discussing this proposal with you, and I am thrilled to be able to work with the RDKB on the implementation of the Kettle River Watershed Management Plan and related environmental planning and management initiatives.

Sincerely,



Cordilleran Ecological

cc: [final version to be sent to Steering Committee, Mark Andison and John MacLean]



Grant-in-Aid Request

Application to (please check where appropriate):

<input type="checkbox"/> Electoral Area A Director Ali Grieve	<input type="checkbox"/> Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	<input type="checkbox"/> Christina Lake (Electoral Area C) Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input type="checkbox"/> West Boundary (Electoral Area E) Director Bill Baird
--	--	--	---	---

Applicant:	GRAND FORKS SENIORS CENTER BR. 68		
Address:	P.O. BOX 553 1565 7 Ave. GRAND FORKS, BC V0H 1H0		
Phone:	250.442-4265	Fax:	
Email: (Ralph)	ralphwhite7@gmail.com		
Representative:	Ralph White, President		
Make cheque payable to:	SENIORS CENTER BR. 68		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Sponsors for a Thanksgiving Dinner for all Seniors of GRAND FORKS and area. The dinner is provided free to the Seniors. Other sponsors are: Legion BR.59, Seniors BR. 68
--

Amount Requested: \$400.00

Date: October 29, 2014

Signature: Ralph White

Print name: Ralph White

SUBMIT

Office Use Only

Grant approved by Director: _____

Approved by Board: _____



MEMO

November 3, 2014

TO: **Mayor/Chair and Council/Board**
 CC: Benefits Administrator

FROM: Anna-Maria Wijesinghe
 Manager, Member and Association Services

RE: **Group Insurance For Elected Officials**

UBCM offers comprehensive group insurance coverage, which is available to all local governments in British Columbia and to elected officials.

BACKGROUND

Following previous local government elections, UBCM has offered group insurance benefits to elected officials. A number of our members have taken advantage of these benefits, which we are pleased to be able to extend again.

COVERAGE OFFERED TO ELECTED OFFICIALS

The following is information and procedures for enrollment in the UBCM Group Benefits Plan, which is offered by our current carrier, Pacific Blue Cross/ BC Life.

A) Available Benefits

Elected officials who meet the eligibility requirements may now participate in the following benefits:

- Extended Health Care
- Dental
- Employee and Family Assistance Plan (EFAP)
- Optional Life Insurance
- Optional Accidental Death and Dismemberment

B) Eligibility

There must be a minimum of three (3) elected official applicants in your local government to enroll. Applications made by local governments that **do not currently** have their staff benefit plans under the UBCM Group Benefits Plan may be reviewed.

C) Benefit Provisions & Costs**1. Extended Health and Dental**

For those local governments with existing staff contracts with us, the elected officials will be added **as a separate class to your existing contract/policy**.

You will need to fill out the attached group enrollment form so we can make the necessary amendments to your contract. The changes are needed to address the definition of employee and eligibility (hours of work), which are standard components of any group benefit contract (this change is needed as elected officials are not normally classified as “employees” nor do they work standard weekly hours).

If you provide benefits to your non-union staff through the UBCM Group Benefits Plan, you have the option to provide your elected officials with the **same** benefits or plan design that you provide to your non-union staff for Extended Health, EFAP and Dental (excluding Group Life, Dependent Life, Accidental Death and Dismemberment, Short Term and Long Term Disability, and Critical Illness). Under this approach, the existing group rates for the non-union staff plan would apply.

If you do not have staff benefits under the UBCM Group Benefits Plan, or you do not wish to provide the same level of benefits to Elected Officials, then you can choose a standard package. The standard package cost and benefit limits include:

- Extended Health:
 - ❖ 80% reimbursement of eligible expenses
 - ❖ Lifetime maximum of \$50,000
 - ❖ \$25.00 per year single or family deductible
 - ❖ Premium of **\$37.89** per month for single coverage and **\$85.25** per month for family coverage
- Dental:
 - ❖ 80% reimbursement of Plan A “Routine” expenses
 - ❖ 50% reimbursement of Plan B “Major Restorative” expenses
 - ❖ No annual maximum on Plan A or B
 - ❖ Premium of \$46.48 per month for single coverage and \$120.59 per month for family coverage
- Employee and Family Assistance Plan:
 - ❖ Premium of \$4.50 per month for single coverage and family coverage
 - ❖ Employee and Family Assistance plan, delivered through a partner, Shepell•fgi – Shepell•fgi's WorkLife Solutions & Well Being services provide telephone assessment, consultation, resources, support, advice and coaching on a full range of issues faced by individuals, parents, families, teens and young adults throughout their lives.
 - ❖ http://www.pac.bluecross.ca/pdf-bin/info/0601.01.012_EFAP.pdf

2. Optional Life Insurance

Optional Group Life may be purchased in multiples of \$10,000 or \$25,000. However, only one multiple can be chosen and will apply to everyone in the group purchasing the optional group life coverage. **A rate sheet is attached.**

3. Optional Accidental Death & Dismemberment (AD&D)

BC Life's Optional Accidental Death & Dismemberment provides added financial security should one be faced with accidental death, accidental dismemberment of part or all of a limb, or loss of sight, hearing or speech. This benefit would pay an additional amount equal to the Optional Group Life Insurance benefit in the event of death and fractions of the total benefit for other loss or dismemberment.

The monthly cost of this benefit is \$0.055 per \$1,000 of coverage.

It would be our preference that the payment of premiums follows the same structure as your non-union staff plans. That is, if your non-union staff plans are 100% employer paid then that arrangement should continue for Elected Officials, understanding that each local government may have different policies.

D) Enrollment

Once you have three Elected Officials, then all enrolled accredited members must register as a group and choose the following combinations of coverage:

- Option 1. Extended health/dental benefits (must make application for both)
- Option 2. Extended health/dental benefits and Employee and Family Assistance Plan (must make application for all three)
- Option 3. Either the optional life and/or optional accidental death and dismemberment benefits (applications can be made independent of one another)
- Option 4. A combination of option (1) and (3)
- Option 5. A combination of option (2) and (3)

Enrollment for benefits must be within four (4) months of appointment to council, therefore, the **deadline for enrollment is March 31, 2015**. Failure to apply within the required timeline will elicit PBC late-applicant rules (which may include providing evidence of insurability, back-billing of premiums, and/or coverage restrictions). We strongly recommended having all elected officials who do not wish to participate complete the enclosed waiver of group benefits form to indicate the benefits have been offered to them.

Enrollment in the UBCM Group Benefit Plan must be for the **full term of office**; this is to protect against abuse of the Plan.

To join, regardless if you are already covered under the UBCM Group Benefits plan, please fill out the applicable attached forms:

- 1. Application for Group Benefits; and/or
- 2. For optional life - "Application for Optional Life"
- 3. For optional AD&D - "Voluntary Accidental Death & Dismemberment"

When the forms are completed please attach all the documents and include a covering letter summarizing the elected officials that are applying for these benefits.

Please forward all completed forms to:

Elected Officials' Benefits
 Scott Holmes, Account Executive, PBC
 c/o Anna-Maria Wijesinghe
 Union of BC Municipalities
 Suite 60 – 10551 Shellbridge Way
 Richmond, B.C. V6X 2W9

For further details regarding coverage or if your local government is not covered under the UBCM Group Benefits Plan, please contact:

Scott Holmes, Account Executive
 Ph: +1 604.419.2107
 Email: jsholmes@pac.bluecross.ca

Please keep us informed if you are interested in this program or contact myself (Anna-Maria) if you would like assistance with the enrollment of your elected officials:

Ph: 604.270.8226 ext. 111
 Email: amwijesinghe@ubcm.ca

If you are not currently with the UBCM Group Benefits Plan, we would encourage you to request a quote. We can provide you with available savings on costs, as well as the other advantages of participation that many local government staff are already enjoying!

E) Retiring Council Members or Elected Officials Not In Office

Please note that retiring council members or elected officials not currently in office should **not** remain on your benefits plans. You must inform Pacific Blue Cross/BC Life that coverage is to be terminated. **The effective date of termination will be at the end of December.** Retiring council members and elected officials no longer in office have the option of converting to individual policies (within 60 days for PBC benefits and 31 days for BC Life).

For information on individual **health and dental benefits** available to those members (retiring councillors or retiring officials), we would encourage you to provide the following link: <http://www.pac.bluecross.ca/individual/> Conversion options are available for 60 days.

Those retiring council members and elected officials wishing to convert to an individual life insurance policy, have the option of converting to **benefits with BC Life**. This can be done without the need for medical evidence, providing this is within **31 days** after terminating the group coverage and if they are under the age of 65. For more information regarding conversion, members may contact BC Life at:

Claims Services, British Columbia Life & Casualty Company
 PO Box 7000, Vancouver, BC V6B 4E1
 Email: BCLClaimsServices@pac.bluecross.ca

		M E M O R A N D U M		
TO:	Director Ali Grieve, Area "A"			
FROM:	Beth Burget - Financial Services Manager			
RE:	Grants-In-Aid 2014			
Balance Remaining from 2013				\$ 9,860.00
2014 Requisition				\$ 31,467.00
Less Board Fee 2014				\$ (1,167.00)
Total Funds Available:				\$ 40,160.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT	
49-14	Jan-14	CFDC - Greater Trail - Junior Dragons' Den	\$ 500.00	
74-14	Feb-14	J.L. Crowe - In Memory of Fallen Firefighters - scholarship	\$ 500.00	
74-14		B.V. Communities In Bloom	\$ 2,500.00	
110-14	Mar-14	BV Cross Country Ski Club - equipment garage floor repair	\$ 500.00	
110-14		Village of Montrose - Montrose Family Fun Days	\$ 500.00	
110-14		B.V. NiteHawks Hockey Club - jersey advertising	\$ 1,500.00	
110-14		BV Golf & Recreation Society - replace bridge approaches	\$ 3,000.00	
110-14		Champion Lakes Golf Course - tee box advertising	\$ 224.00	
110-14		Beaver Valley May Days - sponsorship	\$ 4,000.00	
154-14	Apr-14	Western Financial Group - fund raising	\$ 100.00	
154-14		Father's Day Charity Golf - Golf Hole sponsorship	\$ 600.00	
154-14		BV Citizen of the Year - award & reception	\$ 100.00	
154-14		B.V. Age Friendly Committee - promotion of programs	\$ 1,000.00	
154-14		BV Lanes - Marketing & promotions	\$ 500.00	
154-14		Zone 6 - BC Seniors Games - participation in Langley	\$ 400.00	
154-14		Bike to Work - Week of May 26 - June 1	\$ 1,000.00	
154-14		KBRH Health Foundation - Critical Care Campaign	\$ 1,000.00	
154-14		LCCDTS - 2014 support	\$ 1,584.00	
190-14	May-14	J.L. Crowe Grad Committee - grad activities	\$ 500.00	
190-14		Take A Hike Youth at Risk Foundation - support for program	\$ 1,000.00	
310-14	Aug-14	City of Trail Communities in Bloom- provincial conference	\$ 500.00	
365-14	Sep-14	Beaver Valley Nite Hawks - updating equipment/bus maintain	\$ 1,100.00	
365-14		5 Tenets Marshall Arts Society - 3rd Annual Championships	\$ 500.00	
365-14		Village of Fruitvale - Heritage Walk Concept plan	\$ 10,000.00	
365-14		Village of Fruitvale - B.v. Seniors Salute to Hollywood Classics Calandar	\$ 1,000.00	
365-14		Beaver Valley Age Friendly - hosting of wine & cheese	\$ 750.00	
365-14		Fruitvale Community Chest - Christmas hampers	\$ 1,500.00	
423-14	Oct-14	Village of Fruitvale - Remembrance Day Lunch	\$ 500.00	

423-14		BV Seniors Programming - PopUp Bistro - BV Curling Rink	\$ 800.00
423-14		BV Age Friendly Committee - Free Wine & Chees top-up	\$ 250.00
Total			\$ 37,908.00
BALANCE REMAINING			\$ 2,252.00

		MEMORANDUM	
TO:	Director Linda Worley, Electoral Area 'B'/ Lower Columbia-Old Glory		
FROM:	Beth Burget - Financial Services Manager		
RE:	Grants-In-Aid 2014		
Balance Remaining from 2013			\$ 20,692.00
2014 Requisition			22,744.00
Less Board Fee 2014			(844.00)
Total Funds Available:			\$ 42,592.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT
49-14	Jan-14	CFDC - Greater Trail - Junior Dragons' Den	\$ 500.00
49-14		WINS Transition House	\$ 1,000.00
74-14	Feb-14	J.L. Crowe - In Memory of Fallen Firefighters - scholarship	\$ 500.00
74-14		BC Special Olympics - Trail - special olympics program	\$ 500.00
74-14		Kootenay Columbia Learning Centre - 2014 Scholarship	\$ 500.00
110-14	Mar-14	J.L. Crowe Grad 2014 - 2014 Dry Grad	\$ 500.00
110-14		BC Seniors Games - Zone 6 - participation in games in Langley	\$ 400.00
110-14		Genelle Senior's Club - new chairs/tables & 2 carts	\$ 2,800.00
154-14	Apr-14	Rivervale Recreation - retractable awning	\$ 4,589.54
154-14		Beaver Creek Soccer Park Society - goalie posts & net replacement	\$ 2,500.00
154-14		Bike to Work - Week of May 26 - June 1	\$ 1,000.00
154-14		LCCDT - 2014 support	\$ 987.00
154-14		Rossland Golden City Days	\$ 1,500.00
190-14	May-14	Take A Hike Youth At Risk Foundation - support for program	\$ 2,500.00
190-14		Casino Recreation - community hall upgrades	\$ 8,000.00
190-14		Mad Trappers Annual Fundraiser - Critical Care Campaign	\$ 1,000.00
310-14	Aug-14	Genelle Recreation - Adult Outdoor Fitness Equipment	\$ 1,800.00
365-14	Sep-14	5 Tenets Marshall Arts Society - 3rd Annual Championships	\$ 500.00
365-14		BlackJack Ski Club - upgrade of waxing sheds	\$ 3,500.00
Total			\$ 34,576.54
BALANCE REMAINING			\$ 8,015.46

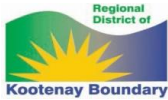
		M E M O R A N D U M		
TO:	Director Grace McGregor, Electoral Area 'C'/Christina Lake			
FROM:	Beth Burget, Financial Services Manager			
RE:	Grants-In-Aid 2014			
Balance Remaining from 2013				\$ 6,819.00
2014 Requisition				60,450.00
Less Board Fee 2014				(2,150.00)
Total Funds Available:				\$ 65,119.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT	
49-14	Jan-14	Christina Lake Community Hall - use by non-profits	\$ 1,000.00	
49-14		Christina Gateway Comm. Develop. - C.L. Homecoming	\$ 15,000.00	
49-14		Christina Gateway Comm. Develop. - C.L. Promotion	\$ 3,255.00	
49-14		Christina Gateway Comm. Develop. - Wedding Promotions	\$ 1,500.00	
49-14		Christina Gateway Comm. Develop. - Boundary Economic Devel.	\$ 4,000.00	
49-14		Christina Gateway Comm. Develop. - Community Activities	\$ 1,000.00	
49-14		City of Grand Forks - Family Day Event	\$ 500.00	
49-14		Boundary Chamber of Commerce - projects & initiatives	\$ 2,500.00	
49-14		Christina Lake Community Assoc. - Winterfest	\$ 1,000.00	
74-14	Feb-14	Grand Forks ATV Club - multi use trail system	\$ 1,500.00	
110-14	Mar-14	South Okanagan Minor Hockey - Midget Rep Tier 3 provincials	\$ 400.00	
110-14		BC Seniors Games - Zone 6 - participation in games in Langley	\$ 400.00	
110-14		Christina Gateway Development - non-profit advert. Assistance	\$ 3,000.00	
110-14		Christina Gateway Development - Temporary Use Permit	\$ 735.00	
110-14		Christina Gateway Development - 2014 Easter Egg Hunt	\$ 300.00	
110-14		Boundary Youth Soccer Association - upgrading of equipment	\$ 2,000.00	
154-14	Apr-14	Christina Gateway - Economic Development Workshop	\$ 3,000.00	
154-14		Christina Gateway - Pens w logo for Welcome Centre	\$ 250.00	
154-14		Zone 6 - BC Seniors Games - participation in Langley	\$ 400.00	
154-14		C.L Recreation - Triathlon & jerseys	\$ 1,500.00	
154-14		Phoenix Foundation - 'Vital Signs 2014'	\$ 1,000.00	
154-14		Grand Forks International Baseball - annual tournament	\$ 700.00	
249-14	Jun-14	Christina Lake Boat Access Society - annual 'dump' day	\$ 400.00	
249-14		Christina Gateway Development - Cops for Kids	\$ 300.00	
249-14		Columbia Basin for Literacy - Family Literacy Program	\$ 700.00	
272-14	Jul-14	C.L. Community Association - 2 fresh water coolers for center	\$ 500.00	
272-14		C.L. Ladies Golf Open - annual golf tournament	\$ 300.00	
272-14		Cascade Cemetery Volunteers - completion of sign	\$ 500.00	

365-14	Sep-14	Selkirk College - Grand Forks - 3 Agricultural workshops	\$ 500.00
423-14	Oct-14	Christina Gateway Develop. Assoc - promotion & newsletter	\$ 2,995.33
423-14		Christina Gateway - Winterfest/Halloween/Watershed Review Annual	\$ 7,000.00
Total			\$58,135.33
BALANCE REMAINING			\$ 6,983.67

M E M O R A N D U M			
TO:	Roly Russell - Acting Director, Electoral Area 'D'/Rural Grand Forks		
FROM:	Beth Burget - Financial Services Manager		
RE:	Grants-In-Aid 2014		
Balance Remaining from 2013			\$7,682.00
2014 Requisition			38,375.00
Less Board Fee 2014			(1,375.00)
Total Funds Available:			\$44,682.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT
49-14	Jan-14	CFDC - Greater Trail - Junior Dragons' Den	\$ 500.00
49-14		Boundary Dog Sled Association - dog sled races at Jewel Lake	\$ 1,500.00
49-14		Community Futures Boundary - Fred Marshall attend Vancouver meeting	\$ 1,408.02
49-14		City of Grand Forks - Family Day event	\$ 500.00
74-14	Feb-14	Boundary Horse Association - licence fee renewal	\$ 3,460.00
110-14	Mar-14	Boundary Youth Soccer Association - upgrading of equipment	\$ 2,000.00
154-14	Apr-14	Sunwind Solar Industries - annual Solar Car contest	\$ 303.33
249-14	Jun-14	Columbia Basin for Literacy - Family Literacy Program	\$ 700.00
249-14		Grand Forks Art Gallery Society - G.F. Visitor Center signage	\$ 1,550.00
249-14		Grand Forks ATV Club - staging area signage	\$ 4,000.00
249-14		Boundary Invasive Species Society - summer student wage/etc.	\$ 1,000.00
249-14		Phoenix Foundation Boundary - community forums/data sourcing	\$ 1,000.00
249-14		Phoenix Interpretive Forest Society - Marshall Lake Shorline	\$ 3,000.00
272-14	Jul-14	Grand Forks & District Fall Fair - annual fall fair	\$ 3,500.00
310-14	Aug-14	Grand Forks Citizens on Patrol - gas & radios	\$ 1,000.00
310-14		Grand Forks Community Trails Society - redecking Nursery Trestle	\$ 4,000.00
365-14	Sep-14	Selkirk College - Grand Forks - 3 Agricultural workshops	\$ 1,500.00
Total			\$30,921.35
Balance Remaining			\$ 13,760.65

		M E M O R A N D U M		
TO:	Director Bill Baird, Electoral Area 'E'/ West Boundary			
FROM:	Beth Burget, Financial Services Manager			
RE:	Grants-In-Aid 2014			
Balance Remaining from 2013				\$ 22,225.00
2014 Requisition				\$ 86,426.00
Less Board Fee 2014				(3,026.00)
Total Funds Available:				\$ 105,625.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT	
49-14	Jan-14	Boundary Chamber of Commerce - projects & initiatives	\$ 2,000.00	
49-14		Boundary Dog Sled Association - dog sled races at Jewel Lake	\$ 2,500.00	
49-14		Community Futures Boundary - Fred Marshall attend Vancouver meeting	\$ 1,408.02	
49-14		Phoemix Mountain Ski Society - ski hill operations	\$ 5,000.00	
49-14		Midway Trails Society - directional signage	\$ 2,000.00	
49-14		Kettle River Seniors #102 - "Wellness Car"	\$ 5,000.00	
49-14		Beaverdell Community Club Library - purchase of books	\$ 1,000.00	
49-14		Kettle River Museum Society - on-going costs	\$ 2,000.00	
49-14		Greenwood Heritage Society - photo copy machines	\$ 1,500.00	
49-14		West Boundary Elementary School	\$ 1,500.00	
49-14		Kettle River Racing Society - Snowmobile races	\$ 1,000.00	
49-14		B.W.Fire Dept - Beaverdell Fire Dept - upgrade recruitment & training programs	\$ 10,000.00	
49-14		West Boundary Rescue - training for first responder	\$ 5,000.00	
49-14		Greenwood Community Christmas Dinner	\$ 400.00	
49-14		Midway Community Association - sage theatrical lighting equip.	\$ 1,000.00	
49-14		B.W. Community Policing Society - operating funds	\$ 4,000.00	
49-14		RCMP West Boundary Community Consulting - New years eve family fun skate	\$ 200.00	
49-14		Art E'scape - ongoing operating costs	\$ 2,500.00	
74-14	Feb-14	B.W. Fire Dept Auxiliary - fridge/freezer & chafing dishes	\$ 2,500.00	
110-14	Mar-14	Greenwood Elementary School - JR Golf development	\$ 1,500.00	
110-14		City of Greenwood - municipal pool	\$ 4,500.00	
110-14		Rock Creek & Boundary Fair - upgrade kitchen facilities	\$ 5,000.00	
110-14		Village of Midway - arena upgrades	\$ 1,200.00	
110-14		Boundary Women's Softball - windup tourn/prized, insurance, etc.	\$ 1,000.00	
110-14		Rock Creek Ladies Fastball - Softball BC Insurance	\$ 500.00	
154-14	Apr-14	Discover Rock Creek - 2014 Business Directory	\$ 25.00	
154-14		Boundary Creek Times - 2014 Business directory	\$ 262.50	

154-14		Riverside Artist Society - Art & Culture Show	\$ 385.00
154-14		Greenwood Fire Department - AED purchase	\$ 3,500.00
154-14		Greenwood Community Association - hall renovations	\$ 800.00
154-14		Greenwood Board of Trade - Founders Day celebrations	\$ 800.00
154-14		Greenwood Board of Trade - Canada Day celebrations	\$ 500.00
154-14		King Edward Masonic Lodge - cancer car operations	\$ 600.00
	Mar-14	Woodstove top ups	\$ 750.00
190-14	May-14	Boundary Martial Arts Club - operating funds	\$ 3,000.00
249-14	Jun-14	Boundary Invasive Species Society - summer student wage/etc.	\$ 1,000.00
249-14		Rock Creek Community Medical Society - addition to historic site	\$ 3,000.00
249-14		Beaverdell Community Club - baseball equipment	\$ 1,000.00
272-14	Jul-14	West Boundary Road Rescue - Radios & Batteries	\$ 2,300.00
272-14		Beaverdell Carmi Fire & First Responder - re-register society	\$ 4,000.00
272-14		Big White Community School PAC - new soccer nets	\$ 400.00
272-14		Midway and Beyond Little Theatre - drop curtain	\$ 850.00
272-14		B.W. Mountain Chamber of Commerce - sept. Longweekend	\$ 2,000.00
272-14		B.W. Tourism Society - 6 bear proof garbage bins/etc.	\$ 2,000.00
310-14	Aug-14	Kettle River Museum - upgrading of electronic equipment	\$ 1,000.00
365-14	Sep-14	Selkirk College - Grand Forks - 3 Agricultural workshops	\$ 500.00
365-14		Big White Chamber of Commerce - strategic plan	\$ 2,800.00
365-14		Beaverdell Fire Dept. - command tower	\$ 2,500.00
365-14		Art'Escape - operating costs and venue rental	\$ 2,500.00
365-14		Big White Community School PAC - freestyle youth ski team	\$ 1,000.00
	Oct-14	Monies returned from B.W. Community Association - no longer	-\$ 2,269.55
423-14	Oct-14	Beaverdell Community Club - relocation of Post Office - Skating Rink	\$ 2,000.00
423-14		B.W. Community Policing Society - operating funds 2014/15 skiseason	\$ 1,000.00
423-14		Kettle Valley Golf Club - upgrde to clubhouse	\$ 1,500.00
423-14		West Boundary ATV Club - development & growth of club	\$ 1,000.00
Total			\$ 104,910.97
Balance Remaining			\$ 714.03

**STAFF REPORT**

Date:	November 7, 2014	File:	Grant-in-Aid
To:	Chair Worley and Electoral Area Services Committee		
From:	Mark Andison, General Manager of Operations / Deputy CAO		
RE:	GRANT-IN-AID ISSUES		

Issue Introduction

The purpose of this report is to present to the Electoral Area Services Committee issues raised by Electoral Area Services Committee members regarding the RDKB's process of administering grants-in-aid.

History/Background Factors

At its September meeting, Electoral Area Services Committee members discussed some issues and ideas associated with the administration of grants-in-aid to community groups. Subsequent to the meeting some members have provided further input regarding the process of reviewing grant-in-aid applications and administering the grants.

At the September EAS Committee meeting the following ideas were raised:

1. That the RDKB should maintain a publicly accessible record of all applications for grants-in-aid, indicating which had been approved and which had not been approved;
2. Rather than successful applicants being instructed to write a letter to the local director thanking them for the grant, recognition of the RDKB as an organization would be preferred. Further to that suggestion, it was suggested that the taxpayers of individual electoral areas should be recognized and thanked by successful applicants. On this issue, there was some discussion about directing successful applicants to publicly recognize the grant in some way (i.e. newspaper ad).
3. There was a suggestion that successful applicants should be required to return any funds not expended on the approved project (although concerns were expressed by some directors regarding this suggestion)

As an outcome of these discussions, the Committee directed that staff provide a report on the issues of grant-in-aid record-keeping, recognition, and accountability based upon further input to be sent to staff from directors following the meeting.

Further Input Received

Since the September meeting, staff has received the following comments from individual directors:

- That recognition for grant-in-aid funding should go to the individual electoral areas (A, B, C, D, or E), not to the RDKB as a whole, or the Board of Directors.
- No interest in keeping records of un-approved grant applications.
- If some funds are not used on the approved project they should be returned to the Regional District. Will this require more work for staff?
- For all applications, there should be a statement that an accounting of spending MAY be requested. For grants of more than \$5,000, we should require accounting of spending after project is complete.
- Recipients should be required to return funds that were not used for the specific project for which the grant was approved.
- Transparency is sorely lacking and would like to see improvements there. All requests could be documented and % funding noted (eg. 100% down to 0%).
- I would like an online application with more room for comment (e.g. an extra option to supply more than the very succinct description space on the current form).
- I appreciate that the GIA funds are a welcome respite for many non-profits, and I am loathe to add too many reporting burdens on recipients of funding. That being said, knowing that the project was completed would be smart, I think.
- Having names of the board members of the applying group, and an estimate of membership, might be useful information for decision-making and reporting.
- Communications expectations for the receiving organization is important to me. The RD ought to be more communicative of the good work that it supports.

Additionally, Director Russell submitted for consideration his own "Grant-In-Aid Guidelines for Rural Grand Forks (RDKB Area D)", as follows:

Grant-in-aid Guidelines for Rural Grand Forks (RDKB Area D)

Revised June 9, 2014 (these are still in draft format, comments are welcome)

Provide comments and information to Roly Russell, rrussell@rdkb.com, 250-584-4677

Grant-in-aid projects are funded by tax requisition and are expected to be allocated to projects that improve well-being (financial, social, or ecological) in the community and are fairly widely or openly beneficial.

INFORMATION FOR APPLICATIONS SUBMITTED:

Criteria for recommending approval:

1. **Established need**, including identification of other potential funding avenues that were or are being pursued. Projects that need funds will be preferred.
2. **Potential for leveraging** external funds. Funds that may be used to help bring more support (in-kind or directly financial) into the community will be preferred.
3. **Theme alignment**. Please identify which (one or more) of the following categories your project falls within:
 - a. Health
 - b. Education

- c. Recreation
- d. Nature
- e. Youth
- f. Elders
- g. Arts
- h. Agriculture
- i. Heritage
- j. Community connections
- k. Other

4. **Priority balance.** Some level of balance will be striven for between annually set priorities for GIA funding. For example, if few education projects had been funded over the past year, then applications focused on education would be preferred.

Background information expectations:

1. Financial information for requests over \$2,000 should include some indication of fiscal responsibility on behalf of the applying organization; this could be the form of financial statements from previous year or something similar.
2. Membership/use estimates; how many members does the organization have, or how many people are likely to benefit from the service that is being funded?

INFORMATION FOR EXPECTATIONS AFTER RECEIPT OF FUNDING:

Media communication expectation: any publicity will mention RDKB support when or where reasonable; media that mentions any other funding partners where RDKB supplies more than 20% of particular project funding will mention RDKB funding.

Reporting: No reporting is required for projects receiving less than \$2,000. For projects over \$2,000, an informal and brief note on the state of the project is expected to be submitted to the Area D director within a year of receipt of the funds. This report should state how the funds were spent. Again, this is meant to be an informal reporting process, and is not meant to be time consuming

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

Many regional districts have included their policies, guidelines, criteria, and application forms for grants-in-aid on their websites. After reviewing 16 of these websites, the following are some observations with respect to the practice around the province regarding grant-in-aid in relation to the comments submitted to date by directors:

- Most regional districts have included application forms and application criteria/guidelines/policies on their websites;
- There is very little requirement for successful applicants to demonstrate public recognition or appreciation for the grant monies received (Capital Regional District requires that any published materials developed as part of the approved project must acknowledge the contribution of the Regional District);
- Most regional districts require successful applicants to submit a financial report detailing how monies were spent by December 31st;

- A couple of regional districts require a financial report only for larger grants (eg. Fraser-Fort George Regional District requires a report for grants over \$5,000, or submission of invoices/receipts in lieu of a financial report).
- Some regional districts state that all funds not spent by December 31 must be returned (eg. Central Okanagan Regional District, Okanagan Similkameen Regional District, Central Kootenay Regional District);
- Many regional districts review and approve applications once annually, with a deadline for submissions (eg. Central Okanagan RD deadline is mid-January, Okanagan Similkameen RD deadline is mid-July). Nanaimo Regional District reviews and approves applications two times annually.
- Other regional districts have not included on their websites an easily viewable reporting of which groups have received grants and which have not.
- Most other regional districts' application forms require more information to be provided by applicants regarding the project and the community group requesting the grant (eg. community group's purpose and benefits to the community, geographic area it covers, number of members, financial status, project accounting, other funding sources, project benefits, etc.);

Summary

The purpose of this report is simply to document, for discussion purposes, the various comments and concerns of the electoral area directors regarding the current grant-in-aid process and provide some basic information about how these issues are been addressed by other regional districts.

Alternatives

1. Receive the staff report, discuss contents, and provide direction to staff.
2. Receive the staff report.

Recommendation(s)

1. That the staff report regarding "Grant-In-Aid Issues" from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. Discussion and direction ...

Respectfully submitted:



Concurrence:
(C.A.O.)

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 31, 2014**

A

ELECTORAL AREA 'A'

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 96,854.94
Allocation to Dec 31, 2008	Received	46,451.80
Allocation to Dec 31, 2009	Received	91,051.00
Allocation to Dec 31, 2010	Received	89,796.00
Allocation to Dec 31, 2011	Received	89,788.04
Allocation to Dec 31, 2012	Received	87,202.80
Allocation to Dec 31, 2013	Received	87,168.00
Allocation to Dec 31, 2014	Estimated	84,209.00

TOTAL AVAILABLE FOR PROJECTS

\$ 672,521.58

Expenditures:

Approved Projects:

2009	Columbia Gardens Water Upgrade	Completed	\$ 250,000.00
2011	South Columbia SAR Hall	Completed	2,665.60
2013	BV Family Park Solar Hot Water	Approved	28,000.00
451-13	Beaver Valley Arena	Approved	69,000.00
26-14	LWMP Stage II Planning Process	Funded	805.88

TOTAL SPENT OR COMMITTED

\$ 350,471.48

TOTAL REMAINING

\$ 322,050.10

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 31, 2014**

ELECTORAL AREA 'B' / LOWER COLUMBIA/OLD GLORY

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$	69,049.93
Allocation to Dec 31, 2008	Received		33,116.46
Allocation to Dec 31, 2009	Received		64,912.00
Allocation to Dec 31, 2010	Received		64,017.00
Allocation to Dec 31, 2011	Received		64,010.00
Allocation to Dec 31, 2012	Received		65,936.00
Allocation to Dec 31, 2013	Received		65,907.00
Allocation to Dec 31, 2014	Estimated		63,670.00

TOTAL AVAILABLE FOR PROJECTS

\$ 490,618.39

Expenditures:

Approved Projects:

8547	GID - Groundwater Protection Plan	Completed	\$	10,000.00
11206	GID - Reducing Station (Advance)2008	Completed		16,000.00
2009	GID - Reducing Station (Balance)	Completed		14,000.00
2009	GID - Upgrades to SCADA	Completed		22,595.50
2009	Casino Recreation - Furnace	Completed		3,200.00
Phase 1	GID - Pipe Replacement/Upgrades	Completed		60,000.00
Phase 2	Looping/China Creek	Completed		18,306.25
2012	Rivervale Water SCADA Upgrade	Completed		21,570.92
2013	Rossland-Trail Country Club Pump	Advanced		20,000.00
261-14	Rivervale Water & Streetlighting Utility	Approved		20,000.00
262-14	Genelle Imp. District - Water Reservoir	75% Funded		125,000.00
263-14	Oasis Imp. District - Water Well	75% Funded		35,000.00

TOTAL SPENT OR COMMITTED

\$ 365,672.67

TOTAL REMAINING

\$ 124,945.72

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 31, 2014**



ELECTORAL AREA 'C' / CHRISTINA LAKE

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 69,877.75
Allocation to Dec 31, 2008	Received	33,513.49
Allocation to Dec 31, 2009	Received	65,690.00
Allocation to Dec 31, 2010	Received	64,785.00
Allocation to Dec 31, 2011	Received	64,778.00
Allocation to Dec 31, 2012	Received	65,746.00
Allocation to Dec 31, 2013	Received	65,718.00
Allocation to Dec 31, 2014	Estimated	63,488.00

TOTAL AVAILABLE FOR PROJECTS

\$ 493,596.24

Expenditures:

Approved Projects:

11207	Christina Lake Community and Visitors Centre	Advanced	\$ 50,000.00
2009	CLC&VC	Advanced	25,000.00
2010	CLC&VC	Advanced	25,000.00
2010	Living Machine	Advanced	80,000.00
2010	Kettle River Watershed Study	Remaining	5,040.14
2012	Kettle River Watershed Study	Funded	5,000.00
2011	Solar Aquatic System Upgrades	Completed	7,325.97
417-13	Kettle River Watershed (Granby Wilderness Society)	Funded	2,000.00
418-13	Christina Lake Chamber of Commerce (Living Arts Centre Sedum/Moss Planting Medium)	Funded	20,697.00
2013	Kettle River Watershed Project	Funded	9,959.86
106-14	Christina Gateway Community Development Association	75% Funded	20,000.00
264-14	Christina Lake Solar Aquatic System Upgrades	Approved	5,000.00

TOTAL SPENT OR COMMITTED

\$ 255,022.97

TOTAL REMAINING

\$ 238,573.27

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 31, 2014**



ELECTORAL AREA 'D' / RURAL GRAND FORKS

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 154,656.26
Allocation to Dec 31, 2008	Received	74,173.40
Allocation to Dec 31, 2009	Received	145,389.00
Allocation to Dec 31, 2010	Received	143,385.00
Allocation to Dec 31, 2011	Received	143,370.00
Allocation to Dec 31, 2012	Received	150,634.00
Allocation to Dec 31, 2013	Received	150,571.00
Allocation to Dec 31, 2014	Estimated	145,460.00

TOTAL AVAILABLE FOR PROJECTS

\$ 1,107,638.66

Expenditures:

Approved Projects:

8549	City of GF - Airshed Quality Study	Completed	\$ 5,000.00
2010	Kettle River Watershed Study	Remaining	32,319.93
2010	Kettle River Water Study	Funded	25,000.00
2012-1	Kettle River Watershed Study	Funded	15,000.00
2012-2	Kettle River Watershed Study	Funded	10,000.00
2010	Boundary Museum Society - Phase 1	Approved	13,000.00
2011	Boundary Museum Society - Phase 2	Completed	30,000.00
2012	Boundary Museum Society - Phase 2	Completed	8,715.00
2011	Phoenix Mnt Alpine Ski Society	Completed	63,677.00
2012	Phoenix Mnt Alpine Ski Society	Completed	1,323.00
2012	Phoenix Mnt Alpine Ski Society	Additional	12,600.00
2012	Grand Forks Curling Rink	Completed	11,481.00
417-13	Kettle River Watershed (Granby Wilderness Society)	Funded	2,000.00
2013	Kettle River Watershed Project	Funded	24,899.66
27-14	Boundary Museum	Funded	77,168.50
2014	Kettle River Watershed Study	Funded	17,780.41

TOTAL SPENT OR COMMITTED

\$ 349,964.50

TOTAL REMAINING

\$ 757,674.16

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 31, 2014**

E

ELECTORAL AREA 'E' / WEST BOUNDARY

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 108,785.28
Allocation to Dec 31, 2008	Received	52,173.61
Allocation to Dec 31, 2009	Received	102,266.68
Allocation to Dec 31, 2010	Received	100,857.14
Allocation to Dec 31, 2011	Received	100,846.00
Allocation to Dec 31, 2012	Received	93,112.00
Allocation to Dec 31, 2013	Received	93,074.00
Allocation to Dec 31, 2014	Estimated	89,914.00

TOTAL AVAILABLE FOR PROJECTS

\$ 741,028.71

Expenditures:

Approved Projects:

283	Greenwood Solar Power Project	Completed	\$ 3,990.00	
8548	Kettle Valley Golf Club	Completed	20,000.00	
8546	West Boundary Elementary School Nature Park	Completed	13,500.00	} 28,500.00
8546E	2010 WBES - Nature Park (expanded)	Completed	15,000.00	
2009/10	Kettle Wildlife Association (heatpump)	Completed	35,000.00	
2010	Rock Creek Medical Clinic (windows/doors)	Completed	18,347.56	
2010	Kettle Valley Golf Club (Pumps)	Completed	24,834.63	} 41,368.00
2011	Kettle Valley Golf Club (Pumps)	Completed	10,165.37	
2011	Kettle Valley Golf Club (Pumps)	Completed	6,368.00	
2010	Rock Creek Fairground Facility U/G	Completed	14,235.38	} 44,000.00
2011	Rock Creek Fairground Facility U/G	Completed	22,764.62	
2011	Rock Creek Fairground Facility U/G	Completed	7,000.00	
2010/11	Beaverdell Community Hall Upgrades	Completed	47,000.00	
2010	Kettle River Watershed Study	Remaining	9,639.87	
2010	Kettle River Water Study	Funded	25,000.00	
2012-1	Kettle River Watershed Study	Funded	15,000.00	
2012-2	Kettle River Watershed Study	Funded	40,000.00	
417-13	Kettle River Watershed (Granby Wilderness Society)	Funded	2,000.00	
2013	Kettle River Watershed Project	Funded	49,799.31	
145-14	Rock Creek & Boundary Fair Association (Electrical Lighting & Equipment Upgrade)	\$34,624.13 Funded	35,122.00	
2014	Kettle River Watershed Study	Funded	35,560.82	

TOTAL SPENT OR COMMITTED

\$ 450,327.56

TOTAL REMAINING

\$ 290,701.15

31/10/2014

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